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San Francisco Public Library

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REFERENCE BOOK

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FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

1/10/02

No. 02-01

MINUTES OF THE FIRE COMMISSION

Regular Meeting – January 10, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

DOCUMENTS DEPT.

JAN 2 2 2002

SAN FRANCISCO
PUBLIC LIBRARY

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Daniel A. Sullivan	- Support Services
Gary P. Massetani	- Fire Prevention

Chief Officers – Firefighting Services:

George W. Maloney	- Division 2 (Acting)
Richard D. Bracco	- Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of December 13, 2001, and Special Hearing of December 17, 2001.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and the minutes were approved as presented.

3. **CONSENT CALENDAR**

All matters listed hereunder (Items A through J) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

3 1223 03473 5077

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during December 2001.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during November 2001.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, November 24 through December 7, 2001, and December 8 through December 21, 2001.

B. Appointments

Reporting the following PERMANENT appointment effective *DECEMBER 26, 2001:*

1244 Senior Personnel Analyst

Suzanne Wong

Reporting the following PROVISIONAL appointment effective *DECEMBER 10, 2001:*

1820 Junior Administrative Analyst

Mark P. Corso (vice: Annual Salary Ordinance Authorized Position)

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Christensen, Stephen C.	H2 Firefighter	Service	Dec. 14, 2001

(Retirement Certificate will be presented at Fire Commission meeting of January 24, 2002)

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent Sgt. E-5	H2 FF	11-30-01 thru 12-21-01	22	US Army Res. Moffett Field, CA	Attend Active Duty Training

E. Suspension

Reporting suspension of H10 Chief's Aide Joseph Morrison, Division 3, for four work days, January 12/13, 15/16, 2002, for violation of the Rules and Regulations as follows:

August 22, 2001
Section 3911 – Altercations
Section 3915 – Proper Behavior

4 49383 SFPL: ECONO JRS
75 SFPL 06/06/03 45

September 16, 2001
Section 3923 – Disobedience
Section 3924 – Insubordination
G.O. 91 A-2 – Equal Employment Opportunity Policy

Reporting suspension of H3 Firefighter/Paramedic Eric Nylander, Medic 15, for four days, January 20/21, 23/24, 2002, for violation of the Rules and Regulations as follows:

Section 3923 – Disobedience
Section 3928 – Unauthorized Departure from Scene of Emergency

F. Resignation

Submitting resignation of H3 Firefighter/Paramedic James Ferrante, effective close of business December 3, 2001. (Resigned with satisfactory services. Started work 03-05-01.)

G. Resignation

Reporting automatic resignation of 6281 Fire Safety Inspector II Guadalupe Marquez, effective close of business October 26, 2001. (Approximate length of service – 15 years.)

H. Report of Death

Reporting, with regret, the death of Firefighter Frank Puccetti. Firefighter Puccetti died on October 29, 2001.

I. Leave of Absence - Correction

Amending request for leave of absence with pay (Item 3.F, Minutes of 11-20-01) for Investigator Mary Carder, Bureau of Fire Investigation, for two days, from November 17 and 18, 2001, to May 7 and 8, 2002. Investigator Carder was injured on duty, will be on disability, and will not report to work until end of January 2002. The fees for the class are included in the 2001-2002 budget. Investigator Carder will be replaced with the Bureau of Fire Investigation office personnel and will not require additional funding.

J. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 3	01-2-087	10/29/01	735	B	File
Drv: FF/PM Daniel Peters					
Cause: Hit and run - Medic 3, while parked, was struck by a delivery van that left the scene					
Truck 1	01-2-088	11/2/01	631	A	File
Off: Lt. James Carey	Drv: FF William Emde		Tlr: FF Earl Dunn		
Cause: Misjudged clearance - While making a "U" turn on Market Street, Trk 1 scraped the side of a barricade					

Truck 8 01-2-089 11/8/01 610 A File
Off: T/Lt. Thomas Kuhn Drv: FF Fred Calonico Tlr: PX Michael Vieira
Cause: During tiller training, Trk 8's tiller struck two parked vehicles damaging a mirror; and while turning the wheel in the wrong direction, struck another civilian vehicle on the door and fender

Battalion 5 01-2-090 11/14/01 914 C File
Off: B/C Joseph Carlomagno Drv: C/A Alexandra Alexander
Cause: While responding with red lights and siren, Batt 5 was struck by a civilian vehicle in the intersection

Truck 6 01-2-091 11/15/01 626 A File
Off: T/Lt. James Weese Drv: FF Robert Mateik Tlr: FF Michael Martinez
Cause: Misjudged clearance - While travelling in a non-emergency response status, Trk 6 struck the mirror of a parked civilian vehicle

Truck 7 01-2-092 11/17/01 620 A File
Off: T/Lt. Randall Hiro Drv: FF Albert Hom Tlr: PX Michael Tin
Cause: While positioning Trk 7 in the drill yard, tiller failed to notice obstruction to rear of trailer; guides were posted but tiller did not hear warning due to headphones

Engine 38 01-2-093 11/18/01 589 A File
Off: T/Capt. Michael Drake Drv: FF Dee Lau
Cause: Misjudged clearance - While responding and making a right turn, Eng 38 struck an illegally parked vehicle

Headquarters 01-2-094 11/20/01 272 B Bill
Off: ADC Daniel Sullivan
Cause: While stopped and waiting for a parked car to move, department vehicle was struck from behind by a civilian vehicle

Truck 11 01-2-095 11/24/01 617 A File
Off: T/Lt. Mark Kane Drv: FF Gerald Henderson Tlr: FF Jonathan Okamura
Cause: Misjudged clearance (tiller) - While responding and negotiating a sharp right turn, Trk 11 scraped an illegally parked vehicle

Engine 2 01-2-096 11/24/01 529 B File
Off: Lt. James Vannucchi Drv: FF Arnie Lee
Cause: While travelling in wet condition over steel plates covering street repairs, Eng 2 lost traction and slid into a parked civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and Items A through J on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 13 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for December 2001.

Mario Treviño, Chief of Department, informed the Commission that the Department had launched the initial implementation of the One-Plus-One Rapid Paramedic Deployment System on January 5, 2002 and that it is proceeding smoothly, with minor staffing adjustments.

Chief Treviño noted that staff has been working on and has completed the initial draft response to the Budget Analyst's audit. The exit interview was held and the final Department response is due to the Budget Analyst on January 14, 2002. He affirmed that it would be submitted on time.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for one day, December 17, 2001, in order to attend a meeting of the Advisory Committee of the Board of Directors for National Fallen Firefighters Foundation, sponsored by the Metropolitan Fire Chiefs' Association, in Washington, DC. There is no cost to the City. The Metropolitan Fire Chiefs' Association will pay for transportation and lodging.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Special Presentation

Bureau of Assignments – Assistant Deputy Chief Khairul Ali, Battalion Chief John Murphy

Khai Ali, Assistant Deputy Chief, Management Services, stated that she and John Murphy, Battalion Chief, Bureau of Assignments, would answer questions that the Commission may have regarding the staffing and operations of the Assignments Office. She introduced Chief Murphy who provided an overview of operations.

Chief Murphy informed the Commission that the responsibility of the Assignment Office is to ensure that the San Francisco Fire Department is at the required minimum staffing level of 350 individuals in field suppression units every day of the year. The Assignment Office is currently comprised of five Lieutenants and a Battalion Chief, with four Lieutenants and one Battalion Chief working weekdays and three Lieutenants on weekends. Duration of service for personnel is generally for a minimum of 18 months.

Chief Murphy pointed out that there are five defined *positions*: (1) *Battalion Chief* – responsible for general office management, research and development, oversight and control of vacations/time-coming, and liaison with Administration; (2) *Assignment Officer* – responsible for all assignments/reassignments, performs queries, prepares time rolls and does research and development; (3) *Detail Desk* – processes necessary daily detailing of members from one area/function to another (daily like-work-like-pay); (4) *Paramedic Desk* – monitors and details all field suppression firefighter/paramedic personnel (ambulances, rescue Captains, medics on engines and trucks); and (5*) Roll Call Desk* – places members on and off duty from sick status, hires/fires/monitors overtime (WDOs) as needed, runs balance reports to ensure that everyone is in correct place at correct time, produces daily staffing statistical report and monitors telephone calls.

Chief Murphy noted that the Assignment Office implements the Administration's policies in the following areas: vacations, time-coming, temporary modified duty, Family Medical Leave Act, MOU contracts, specialized assignments and, also, when companies relocate quarters or are closed down and when positions are changed or eliminated.

In closing, Chief Murphy addressed the issue of *civilianizing* the positions in the Assignment Office, which had been suggested as a cost savings item by the Budget Analyst's Office. He believes that it was not a good solution for a number of reasons which he cited.

Chiefs Ali and Murphy responded to questions by Commissioners and further discussion ensued. Chief Ali reiterated the reasons for not civilianizing the positions at Commissioner Norman's request. She stated that (1) there was no career path in the Fire Department for 1203 Clerks, the class that had been suggested for the positions, and would lead to high turn-over and high, frequently recurring, training costs. (2) The civilian positions would not be *back fillable*, meaning that if someone did not show up for work they could not be replaced by someone from the field. (3) If positions would have to be filled with uniformed members, it would be necessary to pay the civilians the same wage when working side by side with uniformed personnel.

Chief Trevino wished to point out the Department's had experienced a somewhat similar situation with the Bureau of Fire Prevention. Originally, Fire Inspector positions had a rank of H4 but were then civilianized. Shortly thereafter, the respective labor union representing the civilians negotiated a contract for like-work-like-pay, regardless of the fact that Fire Inspectors could be converted into emergency workers but the civilians could not. At the time of negotiations, it was considered not enough of a factor to mitigate the like-work-like-pay status.

President Nakajo thanked Chief Ali and Chief Murphy for the informative and concise presentation and noted how crucial it was for the Commission to understand the issues of staffing and overtime. He was also pleased to hear that the recently converted software system was working well. President Nakajo voiced the Commission's appreciation of the work of the members of the Assignment Office and reiterated his thanks for the presentation.

E. Proposed Rules for Disciplinary Hearings of the Commission [First Reading]

Commissioner Roeca declared that the Commission wished to establish consistency in the way that disciplinary hearings were conducted. To this end, (1*) Rules Governing Trial of Disciplinary Case*s and (2*) Standing Order Governing Discovery and Other Motions at Disciplinary Proceedings* have been drafted to standardize disciplinary matters that come before the Commission. Commissioner Roeca stated that this matter will be set for a public hearing to receive comment and encouraged those present to avail themselves of copies from the Secretary.

F. Communications Received by Commission

Twelve communications were received by the Commission from December 6, 2001 through January 3, 2002.

G. Public Comment

James Corrigan reminded the Commission of an event that occurred on June 28, 2001, when a number of units where presumably away from their first alarm assignments. Mr. Corrigan compared this to an event that had occurred in 1981, when units had been away from first alarm assignments and a fatality had occurred at a fire. He considers the event of June 28th to be a dereliction of duty on the part of certain chiefs for which they should be held accountable. Mr. Corrigan noted that he had filed a formal complaint, with the Department seven months ago, regarding this event.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:45 p.m.

Tania Bauer
Secretary

NEIGHBORHOOD BEAUTIFICATION FUND

Office of the Mayor, City and County of San Francisco

Wendy Nelder, *Director*

Willie L. Brown, Jr., *Mayor*

December 4, 2001

Chief MarioTrevino
San Francisco Fire Department
Headquarters, 698 Second Street
San Francisco, CA 94107

Re: "Thank You" Captain Kevin Gonzalves, the Firefighters at Station 15 and the SFFD

Dear Chief Trevino:

On Thursday November 8, 2001, a ceremony was held to dedicate the Leonard "Lefty" Gordon World Peace Memorial Garden located next to SFFD Station 15 at 1000 Ocean Avenue. About 200 City and City College officials, neighbors, representatives of Organized Labor, members of the Gordon family and Lefty's friends were in attendance.

The dedication completed a beautification project conceived by Mayor Brown to create a neighborhood jewel from what had long been an eyesore. For decades, the property on both sides of Station 15 constituted an unacknowledged garbage dumpsite that detracted from property value's, chased away business and inspired criminal activity. Now, the mural on the face of the House, the corner park, and the open space with its grassy expanse and flowering plants protected by palm trees and redwood fences invite family activities, provides a space for students to study or relax, offers a dog run and provides a wholesome area for the 15,000 MUNI passengers who use the Phelan Loop stop every day. **Captain Kevin Gonzalves and your women and men at Station 15 have contributed extraordinary time, effort, imagination and enthusiasm to every phase of the project.**

In 1999, when the project began, I approached Captain Gonzalves with various options to improve the properties adjoining Station 15. His contributions far exceeded ordinary expectation. He designed the corner parking lot and the fence and laid out the plan for the park now located at Phelan and Ocean. The Station 15 Firefighters donated palm trees and the sign that welcomes visitors to Ocean Avenue. City College upgraded its bookstore property next door and copied Captain Gonzalves' design, as did the City when we created the Lefty Gordon Garden.

On behalf of the Mayor's Office of Neighborhood Beautification and the OMI community, I want to thank your department and Captain Gonzalves and the Station 15 Firefighters for their generous, supportive and heroic presence on Ocean Avenue.

Kindest Regards,

Wendy Nelder, Director, NBF

McLaren Lodge, 501 Stanyan Street, San Francisco, CA 94117, (415) 831-2708, Fax (415) 831-2097

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City and County of San Francisco

Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director

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http://www.sfdpw.com

Department of Public Works
Office of the Director
City Hall, Room 348
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4645

December 3, 2001

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino: Mario

On behalf of the Department of Public Works, I would like to thank you and the San Francisco Fire Department for the help provided at 3 Com Park yesterday. A disaster was averted because of the swift response and teamwork between the firefighters and DPW crews to remove the accumulation of water resulting from the weekend storm.

The Department of Public Works very much appreciates the support of the Fire Department. Please forward the names of the firefighters who assisted in yesterday's project, as I would like to personally extend to them my very deep appreciation and thanks.

We look forward to working with you in the future.

Sincerely,

Edwin M. Lee
Director

cc: Mayor Willie L. Brown Jr.

FINE ARTS MUSEUMS of SAN FRANCISCO

Office of the Director
California Palace of the Legion of Honor
M H de Young Memorial Museum

Chief Mario Trevino
Chief of Department
San Francisco Fire Department
690 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

Thank you so very much for arranging for the San Francisco Fire Department to participate in the Veterans Day ceremony at the California Palace of the Legion of Honor. We were honored by their presence at this annual event and we feel that the public benefited from contact with members of the Fire Department in this historic context

The presentations by Batttalion Chief Doug Goodin and Lieutenants Ray and Austin Dito were inspirational, as they highlighted the heroism of individual officers On Veterans Day, museum visitors appreciated the presence of the SFFD Color Guard. Visitors were especially fascinated by the heroic and patriotic flag tributes and old-fashioned ladder raise by company personnel, including Katherine Alba-Swanson. Pete Howe and Joe Hallisy helped organize the SFFD contingent toward a most successful outcome.

Despite the rainy weather conditions, the day was an unqualified success in presenting a meaningful and reverent program in commemoration of the 50th anniversary of the ANZUS treaty as well as in highlighting the sacrifices of emergency service personnel in times of peace and war.

Your department's contribution was well received and we hope that you will enjoy receiving the enclosed programs which describe the Veterans Day ceremony.

Yours sincerely,

Harry S. Parker III
Director of Museums

HSP:jam

Enclosures

29 November 2001

Administrative Offices
233 Post Street San Francisco, CA 94108-5003
tel: 415.750.3661 fax: 415.750.7686

PRESBYTERIAN CHURCH (USA)

NEW LIBERATION PRESBYTERIAN CHURCH

1100 Divisadero Street • San Francisco, CA 94115 • Phone (415) 929-8881 Fax (415) 929-8690

Larry D. James
Pastor

December 12, 2001

Mario Trevino, Chief
San Francisco Fire Dept
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Trevino

I want to take this opportunity to say thank you for the gracious gift of time and service provided by the men of Truck 5 and Engine 5 of the Fifth Battalion. We were in a dilemma as to how to change the light bulbs in the high ceilings of our church sanctuary. Mr. Vernon McLaughlin went to Battalion Five and asked for assistance. They said yes

I understand that the life and work of firefighters are filled with tense and dangerous moments. You never know what the complexity of a situation may be from one time to the next. Knowing that, I am completely awed by, and thankful for your willingness to do something as insignificant as helping to replace light bulbs.

There are times when the things we need appear to be so trivial by comparison to the grave circumstances of life. But when the need is urgent, even the replacement of light bulbs produces thoughts and feelings of gratitude tantamount to that of a life saved. Thank you for the friendly and joyful attitude of serving exhibited by your staff.

If I and the New Liberation Church can be of any help or service to you, please do not hesitate to call on us. Many who work in your capacity would never have considered doing what you did for us. Thank you very much. I would like for each person to be acknowledged for his/her service to our community.

May God's grace be with you and your family during this wonderful Christmas and New Year season.

Grace and Peace,

Larry James, Pastor

Chris and Nancy Deyo
224 Upper Terrace
San Francisco, CA 94117
(415) 681-6014

December 17, 2001

Chief Mario H. Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief:

My wife and I have been San Francisco residents for almost 15 years. We have lived the majority of that time in the Upper Haight area at 224 Upper Terrace.

We wanted to bring to your attention the outstanding service of several members of your staff. For background, my wife was injured several months ago and has been unable to climb the stairs into our home. As such, her movement outside of our house has been limited to periodic medical visits to a hospital or doctor's office.

On several occasions the men and women of Station 12 on Stanyan Street came to our aid and carried Nancy up the 27 stairs into our house when we returned home after an appointment. They always did it with a smile and with the utmost consideration for her safety and medical condition.

In addition, one of your other department members is our neighbor Mark Kane. Mark has been exemplary in helping out whenever possible. He's driven us to the hospital on several occasions and helped get Nancy in and out of the car as well. He's done it not as a fire fighter, but as nice person and neighbor.

We thought you should be aware of the fine work – both on and off the job – of the men and women in your department. Their efforts should be recognized as outstanding and clearly beyond the scope of their job definitions.

Thanks for such great service. We wish your entire department a happy and healthy holiday season.

Sincerely,

Chris Nancy

Chris and Nancy Deyo

Centro Latino de San Francisco
Sirviendo a La Comunidad de Las Américas
Serving the Communities of the Americas
1656 15th Street, San Francisco, CA 94103
Tel: 415-861-8758 Fax: 415-861-4028

MAYOR WILLIE L BROWN JR.
CITY HALL, R 200
SAN FRANCISCO, CA 94102

DECEMBER 17, 2001

DEAR MAYOR BROWN:

SOME GOOD THINGS HAPPEN IN SAN FRANCISCO. THE CENTRO LATINO DE SAN FRANCISCO CELEBRATED THE 5TH ROBERT AYALA CHRISTMAS PARTY FOR CHILDREN AT THE CENTRO LATINO BUILDING.

WE HAD OVER 150 CHILDREN THAT CAME TO VISIT SANTA CLAUS.

THE SUPPORT WE RECEIVED FROM THE SAN FRANCISCO FIRE DEPARTMENT IN PARTICULAR LT. CHARLES CRANE, FIREFYTER VICTOR HURTADO, TRUCK 7, LT. MC`KEON, FIREFYTER DOTSON AND FIREFYTER DI RICO. WAS OUTSTANDING. LT. CHARLES CRANE DOUBLED AS SANTA CLAUS IN ADDITION TO ALL HIS WORK IN SETTING UP THE FIRE DEPARTMENT SANTA TRAILER.

THE CHILDREN WERE TREATED TO CORN DOGS, CHIPS, DRINKS AND OF COURSE A TOY FROM SANTA.

THERE WAS A SPECIAL TREAT AS WE HAD PABLO THE CLOWN THAT KEPT THE CHILDREN AND THE ADULTS LAUGHING.

THE SAN FRANCISCO POLICE DEPARTMENT HELPED US VERY MUCH IN SUPPLYING TOYS FOR THE CHILDREN. CAPTAIN ROTH OF THE MISSION STATION, SGT RUBINO, AND OFFICER TOMAS WERE VERY COOPERATIVE AND HELPFUL TO OUR PROGRAM.

THIS EVENT WAS ONE OF THE GOOD THINGS THAT HAPPEN IN SAN FRANCISCO.

VERY TRULY YOURS

Ernest C. Ayala

ERNEST C. AYALA

cc POLICE CHIEF FRED LAU-
FIRE CHIEF MARIO TREVINO

November 17, 2001

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

I would like to thank you for the opportunity that your Department provided to me during the week of October 25, 2001. I am a third-year emergency medicine resident from Stanford University and spent that week observing the EMS system in San Francisco. With your approval and Dr. Isaacs' guidance, I spent a day in the 911 center, a day each with Stations #6, 7, and 41, and Halloween night working with Marshal Isaacs at the Castro event. My experience was exceptional and thought provoking, and it was the dedicated men and women firefighters, EMTs and paramedics of the SFFD that provided that experience.

Thank you again for your allowing me to observe the EMS and fire suppression activities of the San Francisco Fire Department. Thanks also to Lt. Nicol Juratovac for facilitating my ride-alongs. I hope that other emergency medicine residents will be able to have a similar positive experience.

Sincerely,

Karen E. Nolan, MD

KAREN NOLAN MD
87 HOMESTEAD ST
Apt C
SAN FRANCISCO CA
94114

Pacific Gas and Electric Company

San Francisco/Peninsula Area
General Construction
2180 Harrison Street, Third Floor
San Francisco, CA 94110

December 17, 2001

Mr. Mario H. Travino
Chief of Department
698 2nd Street
San Francisco, CA 94107

Dear Mr. Travino:

I would like to take the time and express my gratitude to your staff.

Lt. Juarez attended our "Campaign for the Community" kickoff in November. He did such an excellent job addressing our group that we may try and make this an annual event.

Please pass on our sincere thank you from our company.

Sincerely,

Patty Caviness

Patty Caviness

PG&E

SAN FRANCISCO ART INSTITUTE
800 CHESTNUT STREET
SAN FRANCISCO, CA
94133 415/771-7020

Mario Trevino
Chief of Department
698 2nd Street
San Francisco, CA 94107

December 19, 2001

Chief Trevino,

We are writing you this letter to formally thank you and your department for the excellent Fire Safety and Fire Extinguisher Training presented to us on December 17 of this year by Lt. Fernando Juarez and Officer Russ Zimmerman. It was attended by 24 staff members here at the San Francisco Art Institute and was very well received. We appreciate all the SFFD does for us.

Sincerely yours,
Douglas Rieman

Robert J. Hervatine

Facilities Managers
San Francisco Art Institute

Cc; Lt. Fernando Juarez, Officer Russ Zimmerman

Employee & Labor Relations
P.O. Box 7888
San Francisco, CA 94120 ★ macy's WEST
Tel. (415) 954-6136 Fax: (415) 954-6482

December 21, 2001

Mario Trevino
Chief of Department
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA. 94107

Dear Chief Trevino:

This is to thank you for allowing Lieutenant Fernando Juarez, from the S.F. Office of Community Affairs, give a presentation for Macy's West San Francisco Divisional employees, during our Emergency Preparedness Week this fall. Lieutenant Juarez provided our audience with valuable tips on preparedness at home and preparedness for children.

Thanks to you and to Lieutenant Juarez for further advancing our preparedness as a company.

Sincerely,

Theresa Balistreri

Theresa Balistreri
Regional Manager of Health and Safety
(415) 984-7685

CC: Lt. Fernando Juarez, Marcy Ryan-Nichol, Shirley Ono, Patricia Cappa

JAN BLUM
2160 Leavenworth St., Apt. 201
San Francisco, CA 94133
E-mail: Janblum@aol.com

December 10, 2001

Chief Mario H. Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107-2015

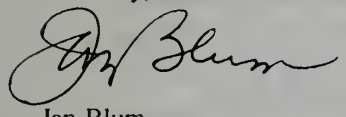
Dear Chief Trevino:

I am writing to ask you to continue to support the Neighborhood Emergency Response Team (NERT) Program.

As a recent graduate of this fine program, I am not only better prepared at home in case of emergency, but I can be of some help in my neighborhood in the event we experience some unplanned event.

This program will pay big dividends to the community once it is really needed.

Sincerely,



Jan Blum

RECD - S.F.F.D.
01 DEC 20 PM 3:27
OFFICE OF CHIEF

December 18, 2001

Dear Chief Treviño,

I just completed the San Francisco N.E.R.T. program. I would like to express my thanks and support for this fine program.

The firefighters who served as our instructors were dedicated, enthusiastic, conscientious and extremely knowledgeable. It was a pleasure to participate in the program. It has taught me valuable and useful information. Please continue to support the N.E.R.T. program.

Thank you.

Ursula Clark

2240 Pacific Avenue #104
San Francisco, CA 94115

Pacifica Tribune 11/21/01

San Francisco Fire Lt. visits Vallemar School

Thanks to the chief of the department, Mario Treviño, Lt. Estrella of the San Francisco Fire Department paid a recent visit to Vallemar School to discuss home fire safety with Ms. Taylor's first-grade class. In addition to talking about fire safety, the first graders were treated to coloring books, red fire helmets and 9-1-1 stickets. Topping off the visit was the opportunity to spray water with a fire hose, always a favorite event for young children.

Hi Nicol,

I've tried calling you to say thank you for letting me borrow the mini-pumper. The kids at Vallemar had a blast with the hose and the fire truck. As you can see they were also in the paper. Mrs. Taylor was very appreciative of the San Francisco Fire Department and hopefully I can do it again next year. Give Chief Treviño a big thank you for supporting my home community and allowing young children to learn more about the S.F.F.D.

Augusto

FIRE COMMISSION
City and County of San Francisco

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Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

1/24/02

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-02

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – January 24, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL**, the following were noted present:

   President Stephen A. Nakajo
   Commissioner Pat Norman
   Commissioner Carlota del Portillo
   Commissioner Paul A. Conroy

   Vice President Russell S. Roeca was excused for business reasons.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

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Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Daniel A. Sullivan	- Support Services
Gary P. Massetani	- Fire Prevention

Chief Officers – Staff:

Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John S. Peoples	- Division 2
Arthur W. Kenney	- Division 3

2. **APPROVAL OF THE MINUTES**

   Regular Meeting of January 10, 2002.

   Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly reports from Division of Management Services concerning activities performed during November and December 2001.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, December 22, 2001, through January 4, 2002.

B. Appointments

Reporting the following PROBATIONARY appointment effective *JANUARY 7, 2002*:

1842 Management Assistant

Robert Monroe (vice: Jay Sayed, retired)

Reporting the following PROVISIONAL appointment effective *JANUARY 7, 2002:*

1820 Junior Administrative Analyst

Thomas E. Shelley (vice: Annual Salary Ordinance Authorized Position)

Reporting the following PROVISIONAL appointment effective *JANUARY 7, 2002:*

7514 General Laborer

Brandon M. Yanez (vice: Kinsey Brennan, resigned)

Reinstatement

Reporting the following reinstatment effective *JANUARY 19, 2002:*

H2 Firefighter

William Madsen (vice: William Madsen, H3 to H2)

C. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Maj.	H2 FF	01-03-02 thru 01-13-02	6	CA Army Nat'l Gd. Los Alamitos, CA	Attend Active Duty Training

D. Resignation

Submitting resignation of the following:

H2 Firefighter Robert Cowan, effective close of business January 8, 2002. (Resigned with satisfactory services. Approximate length of service – 11 years.)

H2 Firefighter Zachary Nathan, effective close of business January 11, 2002. (Resigned with satisfactory services. Approximate length of service – 7 years.)

H2 Firefighter Gregg Takeuchi, effective close of business January 14, 2002. (Resigned with satisfactory services. Approximate length of service – 3 years.)

E. Leave of Absence

Submitting request for leave of absence with pay for Firefighters Michael Walsh and Jeremiah Keohane, Bureau of Equipment, for three days, January 8 through 10, 2002, in order to travel to Holden, Louisiana, to visit the Ferrara Fire facility. There is no cost to the Department. Firefighters Walsh and Keohane will not be replaced.

F. Leave of Absence

Submitting request for leave of absence with pay for 2530 Senior Medical Steward Gary McDonough, for 10 months (sick leave), from March 6, 2001, through January 31, 2002.

G. Leave of Absence

Submitting request for leave of absence without pay for 1426 Senior Clerk Typist Claudiaette O'Rear, for 10 months (sick leave), from March 17, 2001, through January 4, 2002.

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 1	01-2-097	11/23/01	717	B	File
Drv: FF/PM Brock Wells					
Cause: While merging from two lanes to one, civilian vehicle failed to yield right of way to emergency vehicle					
EMS RC 1	01-2-098	12/1/01	916	B	File
Off: T/PM Capt. Norman Rooker					
Cause: Hit and run - While parked at California Pacific Medical Center, RC1 was struck by unknown vehicle that left the scene					
Truck 1	01-2-100	12/2/01	631	C	File
Off: Lt. Michael Ebert	Drv: FF Denny Acosta		Tlr: FF Matthew Scola		
Cause: While attempting to make lane adjustment, Trk 1 struck mirror of civilian vehicle					
Com.Ctr.	01-2-101	12/3/01	305	C	File
Drv: FF Jerry Tanaka					
Cause: While crossing intersection, due to driver's inattention department vehicle struck a civilian vehicle					

Engine 42 01-2-102 12/4/01 513 A File
Off: T/Lt. Mark Johnson Drv: FF Privado Gumabay
Cause: Misjudged clearance - While returning to quarters, Eng 42 struck the mirror of a parked vehicle

Engine 42 01-2-103 12/6/01 588 A File
Off: Lt. Zachary Pumphrey Drv: FF Thomas Haney
Cause: While backing up at an incident, Eng 42 backed into a parked vehicle; no spotters were posted

Engine 40 01-2-104 12/7/01 570 A File
Off: Lt. Rudy Guajardo Drv: FF Michie Wong
Cause: Misjudged clearance - While travelling on a narrow street, Eng 40 scraped a tree limb causing minor damage to the apparatus handgrip

Toy Program 01-2-105 12/9/01 829 B File
Drv: FF Edward Perricone
Cause: While parked on a hill, Toy Program vehicle's parking brake did not hold and vehicle rolled into a parked civilian vehicle

EMS RC 2 01-2-106 12/10/01 915 B Bill
Off: PM Capt. Ehrhardt Groothoff
Cause: While responding with red lights and siren, RC2 was struck while attempting to gain access to busy intersection

Medic 15 01-2-107 12/10/01 738 B File
Drv: FF/PM Matthew Monroe
Cause: While exiting station with red lights and siren, Medic 15 struck a vehicle that had stopped but then suddenly proceeded forward

Toy Program 01-2-108 12/11/01 848 B Bill

Cause: While parked, Toy Program vehicle was struck by a civilian vehicle attempting a left turn

Engine 10 01-2-109 12/11/01 531 A File
Off: T/Lt. Paul Barry Drv: FF Michael Marks
Cause: Misjudged clearance - While making a tight left turn, driver of Trk 10 misjudged needed clearance and struck a parked vehicle

Truck 9 01-2-110 12/11/01 618 B Bill
Off: T/Lt. David Johnson Drv: FF Michael Cuddy Tlr: FF Connie Guzman
Cause: While responding with red lights and siren, Trk 9 was struck by a civilian vehicle which did not yield the right of way to emergency vehicle

Medic 28	01-2-111	12/14/01	722	C	File

Drv: FF/PM Robert Miller

Cause: Medic 28, responding and maneuvering around a civilian vehicle, struck an on-coming vehicle

Truck 3	01-2-112	12/17/01	604	B	File

Off: Capt. Anthony Avalos Drv: FF Kevin Kelly

Cause: Hit and run - While parked at a medical incident, Trk 3's mirror was struck by an unknown vehicle which left the scene

Truck 3	01-2-113	12/21/01	606	A	File

Off: T/Lt. John Sanchez Drv: FF Dave Britt Tlr: FF Gregory Savin

Cause: Misjudged clearance (tiller) - Trk 3, while responding and making a left turn in heavy traffic, struck a civilian vehicle

Truck 7	01-2-114	12/21/01	620	C	File

Off: T/Capt. Leslie Moy Drv: FF Ernest Grays Tlr: FF John Caba

Cause: While returning from emergency dispatch, tiller operator of Trk 7 swung out too far striking a civilian vehicle stopped at the light

Truck 15	01-2-115	12/23/01	622	A	File

Off: Capt. Stephen Gritsch Drv: FF George Debrunner Tlr: FF John Murray

Cause: While backing up at a tight turn, Trk 15 struck a parked vehicle; no spotters were posted

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and Items A through H on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted six letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that the Management Audit of the Fire Department by the Budget Analyst's Office had been released. He noted that there had been some media coverage of the audit and also some errors in reporting. Chief Treviño pointed out the most notable one, as reported in the January 24, 2002 edition of the *Examiner,* stating that there had been an expenditure of $220 million over the past five years for overtime. The report found a 220 percent increase over that time period which actually was an amount of $53.4 million. He believed the reports that appeared were generally not negative in coverage of the audit.

Chief Treviño also wished to report on the Conference of Mayors at which President Bush stated that homeland defense was a high priority item for his administration. He stipulated that there would be a significant increase in financial support to cities for security, terrorism preparedness and counter terrorism expenditures. Tom Ridge, Homeland Defense Administrator, told the mayors that President Bush's new budget would " . . . contain unprecedented support for police, firefighters and medical personnel". Chief Treviño believes that this is an indication that the Department may acquire federal funding for its ongoing terrorism preparedness initiatives more easily.

Commissioners congratulated Chief Treviño and staff for the competence and teamwork that were necessary to prepare the Department's Response to the Management Audit. They believed that the Department's Response was well reasoned and well articulated, presented in an objective fashion with facts based upon true fire and emergency medical services experience, instead of approaching it from the singular perspective of cost savings.

President Nakajo wished to know what the next step would be in the audit process. Chief Treviño responded that the next step will be to respond to question presented by the Board, most probably first before the Finance Committee and then before the full Board of Supervisors. The final outcome will be the Board's determination to make budget cuts or augmentations as they see fit. During the interim period, it will be incumbent on the Department, as well as the Commission, to educate the members of the Board so that they can make the most informed decision possible in order to protect the public.

In closing, Chief Treviño stated that the final document was very professional and drew talent from all over the Department and he will be acknowledging all participants since they merit thanks and recognition. Chief Treviño wished to single out Glenn Ortiz-Schuldt and thank him specifically for shouldering most of the writing responsibility.

President Nakajo reaffirmed the willingness of the Commission to advocate on behalf of the Department during this process.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Administrative Accomplishment Awards

Submitted for approval recommendations of Merit Advisory Board and Chief of Department for recognition of exceptional performance in the preparation, submission and maintenance of department records and reports to the following Officers and Members of the Department:

Recipient	*Rank*	*Company*	*Date*	*Award*
James Blake	Lieutenant	Com. Ctr.	05-02-01	Class D – Administrative Certificate of Merit
Peter Cottrell	Lieutenant			
Abdul Khadir	Lieutenant			
Eric Richardson	T/Lieutenant			
Nancy Barsotti	Firefighter			
Jesse Bautista	Firefighter			
Leonardo Cavestany	Firefighter			
Virginia Cheung	Firefighter			
Arnold Choy	Firefighter			
Brendan Cormack	Firefighter			
Marc Deville	Firefighter			
John Dunn	Firefighter			
Jennifer Glickman	Firefighter			
Richard Hom	Firefighter			
Scott Hua	Firefighter			
James Hudson	Firefighter			
Deryk Lee	Firefighter			
Morgan Lee	Firefighter			
Edward Londono	Firefighter			
Jon Low	Firefighter			
Paul Orlando	Firefighter			
Todd Prakin	Firefighter			
Mario Romero	Firefighter			
Sean Visser	Firefighter			
Vincent Wong	Firefighter			
Jimmy Yan	Firefighter			
Alison Yee	Firefighter			
David Yi	Firefighter			
George Dreaper	Captain, EMS			
Thomas Gavin	Fire Res. PM			
Kim Purcell	Fire Res. PM			

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the administrative accomplishment awards were approved on recommendation of Merit Advisory Board and Chief of Department.

D. Meritorious Awards - Civilians

Submitted for approval recommendations of Merit Advisory Board and Chief of Department for meritorious actions performed by two employees of the Department of Public Health:

Recipient	*Date*	*Award*
Christopher Kim	03-21-01	Cert. of Com.
Thomas O'Connor	03-21-01	Cert. of Com.

Commissioner Norman moved and Commissioner del Portillo seconded. There were no questions or discussion and the meritorious awards were approved on recommendation of Merit Advisory Board and Chief of Department.

E. Election of Officers of the Fire Commission

Nomination and election for the office of President and Vice President of the Commission.

Commissioner del Portillo nominated Stephen Nakajo for President of the Fire Commission and Commissioner Norman seconded.
There were no questions or discussion and Commissioner Nakajo was elected President of the Commission.

Commissioner Norman nominated Russell Roeca for Vice President of the Commission and Commissioner Conroy seconded.
There were no questions or discussion and Commissioner Roeca was elected Vice President of the Commission.

F. Communications Received by Commission

One communication was received by the Commission from January 5, 2002 through January 17, 2002.

G. Public Comment

James Corrigan questioned the amount of time worked in the Department's Assignment Office on weekends and holidays and did not believe that it amounted to eight hours per shift. Even if one hour less was worked on Saturday and Sunday, this would amount to 232 hours or $8,100 hours per year. Mr. Corrigan believed that that is an amount that taxpayers should not expect to pay.

Mr. Corrigan implied that graft and corruption in organizations could be subtle and not necessarily glaring. To this end, he has requested in writing from the Battalion Chief in charge of the Assignment Office the number of hours each employee works on weekends and holidays.

Kevin Smith, President, San Francisco Black Firefighters Association (BFA), wished to bring the concerns of his organization regarding the current entrance examination process before the Fire Commission. He read in a recent General Order that the Department is seeking individuals to participate on a panel for oral interviews of candidate. The BFA believes that oral boards are very subjective and they wish them to be totally eliminated from the entrance examination process. In case the Department still wishes to proceed with this type of examination process, the BFA would like to see more people on the panel so that there could be greater objectivity.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:35 p.m.

Tania Bauer
Secretary

GOLDMAN INSTITUTE ON AGING

December 26, 2001

Institute on Aging
Ruth Ann Rosenberg Adult Day Health Center
Alzheimer's Day Center
Gary Agcaoili, CTRS, RTC
Lead Recreation Therapist
3600 Geary Blvd.
San Francisco, CA. 94118

To the Chief of San Francisco Fire Department,

On December 21, 2001 two of your staff provided a Santa visit, gift give away and an opportunity to take a picture with Santa. On that day Firefighters Janeen Pirosko and Jim Connors made our day in bringing a great deal of joy and happiness to the clients. All one hundred clients took advantage of having a picture taken with Santa and were grateful for the gift they received that day along with singing Holiday and Christmas Carols courtesy of Cathlynn Law . We wish to share and express our sincerest words of thanks to these two Firefighters and your Department.

We are a nonprofit organization in San Francisco providing comprehensive Healthcare in a community setting to approximately 100 clients daily. Our Frail elderly clients have few opportunities to venture out into the community to participate in leisure activities other than attending this program. In addition to the Healthcare needs provided on a daily basis here we also provide a variety of Recreational Therapy Activities that support continued participation in everyday leisure pursuits.

We have a continual need for activities/visits from community organizations such as yours. These activities support our direct Recreational Therapy Programming for the Adult Day Health and Alzheimer's Day Programs. Providing special events including holidays requires extra attention in programming. These extra efforts place strain on our budgeting abilities. Your donation of manpower and materials has greatly assisted our efforts to provide quality programming all year round.

Please feel free to contact me by phone 415-750-5330 x370 should you have any questions or need any other information. Thank you for assistance with this matter and your contribution to the health and well being of our clients.

Gratefully,

Gary Agcaoili, CTRS, RTC
Lead Recreation Therapist
Institute on Aging
Ruth Ann Rosenberg
Adult Day Health Center
Alzheimer's Day Center

Cc: C. Kauffman

City & County Of San Francisco — Recreation & Park Department

Elizabeth Goldstein
General Manager

JANUARY 3, 2002

Mr. Mario Trevino
San Francisco Fire Department
260 Golden Gate Avenue
San Francisco Ca 94102

Re: Follow Up On The 34th Annual Christmas Luncheon For The Developmentally Disabled

Once again, many thanks to the Men & Women of The San Francisco Fire Department who did an outstanding job in helping myself and Carol coordinate the Christmas Luncheon. Words really cannot express how happy they made a special group of people feel. Many Supervisors were present from the Recreation & Parks Department, they later expressed to us how fortunate we are to have such dedicated firefighters working for our city.

The Christmas luncheon was organized 34 years ago by joint efforts of the San Francisco Fire Department, Engine 9 and Trunk 9, Local 798 and the San Francisco Recreation & Park Department.

The Firefighters from engine 9 and Trunk 9 with Battalion Chief George Maloney, Captain Joe Moriarity and Firefighter Bobby Lopez coordinating the arrangements, contacts and secured the services of the St. Francis-Westin Hotel Catering Division to prepare and cook the turkeys, make the dressing and gravy. The San Francisco Fire Department picks up and delivers the turkeys to the San Francisco County Fair Building and the Firefighters carved and serve the turkeys.

Special thanks to the members of Local 798 for donating the money so that the Fire Department could purchase the Turkeys.

25 Firefighters were present, all of their time was donated. The San Francisco Firefighters are a very special group of professionals. Their genuine caring, enthusiasm and help always makes the Luncheon extra special.

I would personally like to invite you to our 2002 Christmas Luncheon. I think that everyone who attends this special event, should be made aware of the great job that the Fire Department does. I would also like you to see how much happiness that they bring to this unique group of people.

Sincerely
David Dinslage, Carolyn Anaya
David Dinslage, Carolyn Anaya
Assisted Services Division
(415) 554-8920

Chinese Recreation Center
City and County of San Francisco
Recreation & Park Department
(415) 292-2017

January 10, 2002

Chief Mario Treviño
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Mr. Treviño:

On December 20, 2001, the Chinese Recreation Center held a holiday celebration for 350 children from Jean Parker Elementary and Wai Mei School from the Chinatown and North Beach neighborhood. I would like to thank the SFFD Firefighters Toy Program and the Asian Firefighters Association for their help in making this event a success.

The children, ages 8 thru 12, were treated to a Polaroid picture with Santa Alex King, (E37). His firefighter elves were Battalion Chief Johnny Lo, Patricia Yuen, John Choy, Jiro Yamamoto, Randy Hiro & son, Johnson You, Chuteh Kotake, Emmon Lew, Willa Ortega, and Dan Louie. They helped run the game booths and passed out toys to each child. Thank you to the volunteers from the Asian Firefighters Association.

The SFFD Firefighters Toy Program highlighted this annual celebration. Their generous donation of time, Polaroid film, toys and WOW.... 100 tickets to the Disney on Ice Opening Night Evening provided smiles to these children. Thank you to Mrs. Claus, (Firefighter Melissa Lerma) for running such a fantastic Toy Program and to Ms. Marilyn Villavicencio, who contributed the tickets to our kids.

Once again, thank you to the members of the San Francisco Fire Department for their fine community service work. We appreciate you.

Sincerely

Elaine Tom

Elaine Tom, Program Director

CC: SFFD Toy Program, Melissa Lerma
CC: Asian Firefighters Association, BC Paul Chin
CC: Board of Supervisors, Aaron Peskin
CC: Fire Commission, President Steve Nakajo

Aleksandar Totic
2023 Pacific Ave.
San Francisco, CA 94109

To: mayor, board of supervisors, fire commission, chief Mario Treviño

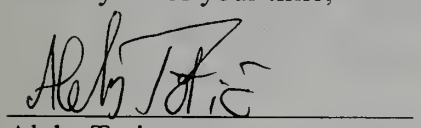
Hi,
I've attended the San Francisco Neighborhood Emergency Response Team course in Pacific Heights in October->December 2001. The instructors mentioned that sending an appreciation letter would help the program in the future, so here it is.

I've loved the course. Living in the Bay Area, earthquake possibility is always somewhere in the back of my mind. I've moved here in 1994, and missed out on all the training long-time residents get in high school. After this course, I feel more confident about being able to help my family, neighbors, and everyone else.

Besides obvious practical benefits of my new skills, I also really enjoyed the neighborhood bonding in classes. The instructors were great, from the beginning, until the final fire exercises.

I highly support NERT & all other similar city initiatives,

Thank you for your time,



Aleks Totic

Jan. 3rd 2002

Dear Chief Irving:

I'm writing about two of your wonderful "Ambulance Paramedics".

They were both so kind, gentle, caring and very professional - (Even my B.P. didn't hurt me) -

Please relate to them my highest respect, and "thanks" -

In re: Athony Dumont - Dec. 6th
Matthew Barnes Bank of America -

"Happy New Year" to all of our great "Firemen" and "Paramedics."

Sincerely,
Violet Bilita
622 Irving St.
San Francisco,
Ca. 94122

THANK YOU

Medic 15

On the morning of November 7th. I was forced to Call 911 due to a leg injury. An ambulance was dispatched and I was transported to St. Mary's Hospital. I want to Commend the paramedics SCOTT STEIN and Tony DUMONT for the professional Manner I was treated. They were very Compassionate and patient, Concerned for my Comfort and safety.

Carl J Johnson
335 Buckingham Way
apt 301
San Francisco, Ca 94132

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2/14/02
Special

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, February 14, 2002 – 3:00 p.m.

696 Second Street, Room 221 ■ San Francisco ■ California ■ 94102

Item No.

1. **On ROLL CALL,** the following were present:

Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Paul A. Conroy

President Stephen Nakajo and Commissioner Carlota del Portillo were excused due to illness.

2. **CLOSED SESSION**

Pursuant to the Ralph M. Brown Act, Government Code Section 54947 and 54954.5, and the San Francisco Administrative Code Section 67.10(b), the Fire Commission will meet in closed session to consider the appointment of a Department Physician.

1. Public Comment on all matters pertaining to Closed Session

   There was no public comment pertaining to the closed session.

2. Vote on whether to hold Closed Session

   Commissioner Norman moved for closed session and Commissioner Conroy seconded. The motion was unanimously approved.

3. The Commission went into closed session at 3:10 p.m.

4. The Commission reconvened in open session at 4:10 p.m.

   Commissioner Norman moved not to disclose any action or discussion held in closed session and Commissioner Conroy seconded. The motion was unanimously approved.

3. **ADJOURNMENT**

There being no further business, the Special Meeting was adjourned at 4:15 p.m.

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Tania Bauer
Commission Secretary

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City and County of San Francisco

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Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

1/14/02

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-04

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 14,2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

   Acting President Russell S. Roeca
   Commissioner Pat Norman
   Commissioner Paul A. Conroy

   President Stephen A. Nakajo and Commissioner Carlota del Portillo were excused because of illness.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Fire Prevention

Chief Officers – Firefighting Services:

Richard D. Bracco	- Division 2
Arthur W. Kenney	- Division 3

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2. **APPROVAL OF THE MINUTES**

   Regular Meeting of January 24, 2002.

   Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. **CONSENT CALENDAR**

   All matters listed hereunder (Items A through F) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during January 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during December 2001.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 5 through January 18, 2002.

B. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Grey, Gerald L.	H40 Battalion Chief	Service	Jan. 29, 2002
Anderson, Robert P.	H30 Captain	Service	Jan. 07, 2002
Bullwinkel, George O.	H2 Firefighter	Service	Jan. 27, 2002
Grainger, David E.	H2 Firefighter	Service	Jan. 08, 2002
Paul, Robert H.	H2 Firefighter	Ind. Dis.	Sep. 26, 2000
McDonough, Gary P.	2530 Sr. Medical Steward	Service	Jan. 05, 2002

(Retirement Certificates will be presented at Fire Commission meeting of March 28, 2002)

C. Suspension

Reporting suspension of the following:

H3 Firefighter/Paramedic Lorenzo Ibarra, Medic 7, for two days, December 23 and 24, 2001, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

H2 Firefighter Donny Bendo, Engine 37, for 10 work days, February 1/2, 4/5, 7/8, 10/11 and 13/14, 2002, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to Welfare of Department
Section 3939 – Reporting Emergencies
Section 1402 – Rules & Regulations, Orders

H2 Firefighter Richard Espinoza, Truck 6, for 10 work days, February 12/13, 15/16, 18/19, 21/22, and 24/25, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

H2 Firefighter Jeffery Mitchell, Truck 1, for two days, December 27 and 28, 2001, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

D. Leave of Absence

Submitting request for leave of absence with pay for Battalion Chief Adam Young, for one month, (sick leave), from February 1 through 28, 2002.

E. Leaves of Absence

Submitting requests for leaves of absence without pay for the following:

Lieutenant Dudley Wood, for seven months (sick leave), from July 9, 2001 through February 4, 2002.

Firefighter/Paramedic James Mulholland, for nine months (sick leave), from July 25, 2001 through March 15, 2002.

Firefighter Mary Callahan, for 20 days, from February 15 through March 3, 2002. (Leave requested for personal reasons).

Senior Clerk Typist Beatrice Waters, for three months (sick leave), from October 4 through December 31, 2001.

F. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 10	01-2-099	12/1/01	732		File
Drv: FF/PM Nancy Allen					
(Note: Accident still under investigation)					
Truck 12	01-2-116	11/11/01	624	A	File
Off: T/Lt. Karen Heald	Drv: FF James Juarez		Tlr: FF Anthony Zuniga		
Cause: Trk 12, having stopped with engine running, drove off without a tiller causing Trk 12 to strike a parked civilian vehicle					
Medic 3	01-2-117	12/30/01	0	A	File
Drv: FF/PM Jon Sargent					
Cause: While responding, Medic 3 struck a parked civilian vehicle during a three-point turn; no spotters were posted					
Medic 32	01-2-118	12/31/01	723	B	Bill
Drv: FF/PM John Hoecker					
Cause: While transporting patient to a hospital, Medic 32 struck a vehicle that was attempting to make a parking adjustment					
CD2	01-2-119	1/2/02	275	A	File
Off: CD2 Bernie Lee					
Cause: While observing a vehicle which was pulled over by SFPD, CD2 struck rear bumper of civilian vehicle stopped at a red light					

Medic 36 01-2-120 1/3/02 715 B Bill
Drv: FF/PM Mark Ades
Cause: Medic 36 was struck by a civilian vehicle which was making an unsafe lane change

Engine 2 01-2-121 1/6/02 0 A File
Off: T/Capt. Anthony Soule Drv: FF Victor Wong
Cause: While exiting quarters, driver of Eng 2 struck door of parked civilian vehicle with apparatus door which was partially open

Engine 40 01-2-122 1/6/02 570 A File
Off: Lt. Rudy Guajardo Drv: FF Michie Wong
Cause: While responding with red lights and siren, Eng 40 struck a street closure sign

Engine 44 01-2-123 1/7/02 506 A File
Off: Lt. Fernando Dealba Drv: FF Martin Beltran
Cause: While responding to an incident and exiting quarters, Eng 44 struck a telephone pole directly across the street from Station 44

Engine 21 01-2-124 1/7/02 562 B Bill
Off: T/Lt. Anita Paratley Drv: FF Karen Heald
Cause: Eng 21, while parked at an incident, was struck by a flat bed truck

Battalion 4 01-2-125 1/8/02 914 B Bill
Off: B/C Victor Pagan Drv: C/A Daniel Biagini
Cause: Batt 4, having stopped and gained control of the intersection, was struck by a civilian vehicle which did not yield right of way to emergency vehicle

Medic 28 01-2-126 1/8/02 722 A File
Drv: FF/PM Sean Bonetti
Cause: While exiting Chinese Hospital, Medic 28 struck a wooden debris chute with the light bar

EMS Van 01-2-127 1/9/02 922 A File
Drv: Fire/Res PM Alan Goodman
Cause: While backing up to provide Medic 5 access to SFGH, EMS van struck a sidewalk handrail

Engine 40 01-2-128 1/10/02 507 A File
Off: T/Lt. Stephen Farac Drv: FF Cynthia Rickert
Cause: While backing up to drop supply lines, driver of Eng 40 struck a double parked vehicle; driver did not remove headphones and lost eye contact with spotters

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner Norman moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through F on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 12 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitting monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for January 2002.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Special Awards Presentation

Award of Certificates of Commendation to members of the community for their contribution to the welfare of their fellow citizens:

Stan Bunger and *Ana Pinto Da Silva*

Commissioner Roeca read the commendation: A few days after the tragedy at the World Center collapse, Mr. Bunger contacted the Fire Department and advised the Department that he had a special project - a web page video quilt for citizens and firefighters to send messages of hope and support to the citizens and firefighters of New York City. The project was conceived and produced by Mr. Bunger and Ana Pinto Da Silva with the help of other colleagues. It involved setting up a studio, interviewing and filming participants, and compiling the web page. The Fire Commission and the Fire Department wish to acknowledge and commend Stan Bunger and Ana Pinto Da Silva for their contribution to the welfare of their fellow citizens. Chief Treviño presented the Certificate.

Bren Norris

Commissioner Roeca read the commendation: Ms. Norris had forwarded a CD-ROM to the Fire Department, which she herself had produced. On the CD is a musical piece entitled "The Ones in Blue," a tribute to the fallen emergency workers at the World Trade Center. The Chief thanked Ms. Norris with a letter of support shortly thereafter. Ms. Norris sent the Department 50 CDs, one for each station. She also provided 50 CDs, which were shipped to

the New York Fire Department. Just recently, Ms. Norris sent 60 CDs to the Pentagon to go to victims' families.

Ms. Norris wrote the music and lyrics, arranged for and recorded the material. She photographed, designed and produced the cover of the CD. The Fire Commission and the Fire Department wish to acknowledge and commend her for her extraordinary effort and her contribution for the welfare of her fellow citizens. Chief Treviño presented the Certificate to Ms. Norris and described the cover of the CD, which has an American flag draped in a window, on the back a black police car with "Emergency 911" on it, and inside a photograph of SFFD Station 39 and a helmet from Engine 39.

Award of Certificates of Commendation to members of the community for their heroic efforts on March 21, 2002:

Christopher Kim Thomas O'Connor

Commissioner Roeca read the commendation: On March 21, 2001, while on the fire escape of a building, Mr. Kim noticed a BMW with smoke pouring from it, stopping at the curb in front of the building. Mr. Kim yelled at the driver to move away from the car, fearing that the car might ignite. He also told Mr. O'Connor to call 911. Mr. Kim grabbed a fire extinguisher, ran to the street and emptied the extinguisher into the car. The smoke lessened but did not stop. He called his supervisor on the cell phone for assistance. Mr. O'Connor, upon receiving the call, grabbed another fire extinguisher and ran out on the sidewalk and also emptied his fire extinguisher, which finally stopped the smoke. The Fire Commission and Fire Department wish to acknowledge and commend Christopher Kim and Thomas O'Connor for their heroic action in serving the citizens of San Francisco. Chief Treviño presented the Certificate and acknowledged their actions.

Award of Certificate of Commendation for outstanding work to the San Francisco Fire Department and the citizens of San Francisco over the past eight years by American Red Cross Disaster Action Team volunteer:

Catherine Valle

Commissioner Roeca read the commendation: Ever since Miss Valle took over as the Red Cross County Operations Chair for the San Francisco Disaster Action Team, she has worked relentlessly to establish a more vigorous relationship between the Red Cross and the Fire Department and to raise the quality of work provided by disaster volunteers. Ms. Valle was instrumental in setting up various high-rise and battalion drills for the American Red Cross Disaster Action Team (DAT), as well as numerous field trips to the fireboats, Communications, Jones Street Tank, rescue squads, Bureau of Equipment and the HazMat and Mass Casualty units and Arson unit. She arranged for speakers on topics ranging from the history of the Fire Department to insignia and helmets, recognition of different fire apparatus, and the high and low pressure hydrant systems. Ms. Valle wrote the original draft to General Order 97A-113, now General Order 98A-80, *Red Cross Disaster Action Team Notification Protocol.* Per this document, the Disaster Action Team responds automatically to third alarm fires with the disaster bus, which carries a large supply of bottled water, as well as containing a bathroom facility. The Fire Commission and the Fire Department wish to acknowledge and commend Catherine Valle for her continued work of high quality volunteerism in disaster services.

Battalion Chief Serrano attested to the work of Ms. Valle, having been in numerous situation, when her actions provided respite and assistance not only to the people displaced by the fire but also water to firefighters to keep them from dehydrating. Chief Treviño

presented the Certificate and acknowledged her valuable contributions to the Fire Department and to the people of San Francisco.

Award of Commemorative Certificate from the Historic Ships Memorial at Pacific Square to:

Mario H. Treviño, Chief of Department

Merylin Wong, Secretary and Director, representing a nonprofit educational organization that has been working for the past seven years to acquire one of the nation's most treasured assets, the battleship *USS Iowa*, for preservation in the San Francisco Bay Area, thanked Chief Treviño and the San Francisco Fire Department for their support of this effort.

William Stephens, Executive Vice President and Director, thanked Chief Treviño for the ongoing support provided by the San Francisco Fire Department to the United States Coast Guard and the United States Navy, especially all the times the fireboats *Phoenix* and *Guardian* have come out and welcomed the ships and sailors, whether they were returning from difficult oversea assignments or routine but dangerous coastal missions.

Chief Treviño accepted the awards, consisting of photographs and the Certificate, on behalf of the hard-working men and women of the San Francisco Fire Department. He noted that it was encouraging to find recognition of the fireboat and her crew, which were out on the water day and night, and of the Fire Department which is ready day and night to serve and protect the citizens of San Francisco.

D. Acceptance of Grant

Submitting for approval to accept and expend $90,679.00 from FEMA's (Federal Emergency Management Agency) Assistance to Firefighters Grant Program. The Department will receive 70 percent (or $63,475.00) and will be responsible for the remaining 30 percent share (or $27,204.00).

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and the grant was approved on recommendation of Chief of Department.

E. Approval of Rules Governing Trial of Disciplinary Cases and Standing Order Governing Discovery and Other Motions at Disciplinary Proceedings

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and the disciplinary rules were approved.

F. Review and Approval of Submittal of Preliminary Baseline Budget for FY 2002-03 to the Mayor's Office

Commissioner Norman moved and Commissioner Conroy seconded.

Christine Ragan, Chief Financial Officer, informed the Commission that the FY 2002-03 budget submission is approximately $1.9 million over baseline, primarily due to the hiring of civilians. Over the past two years, the Department had been held back from filling approved civilian positions.

Commissioner Conroy wished to know what amount of the total request came from the General Fund. Ms. Ragan responded that it was approximately $213 million, which was $1.9 million over last year's request.

Commissioner Roeca wished to know if the budget request reflected any funds for expenses which stemmed from the September 11th incident. Ms. Ragan responded that the funding from federal and state levels that has been discussed has not been finalized and it would be distributed through a grant process. Generally, the funding is not awarded for ongoing operational expenses but for one-time expenditures.

Commissioner Norman wished to know if this budget request contained equipment replacement, such as, new ambulances and trucks. Ms. Ragan responded that equipment purchases are not considered part of the baseline budget and are reviewed separately through the Mayor's Office by a special review panel. She added that the Department's list stands at approximately $7 million and will have to be prioritized.

Commissioners commended the Department for the work on the budget and noted that it was a tight and no frills budget that they were willing to advocate for, should it prove necessary.

There were no further questions or discussion and the submittal of preliminary baseline budget was approved.

G. Communications Received by Commission

One communication was received by the Commission from January 18, 2002 through February 7, 2002.

H. Public Comment

The following individuals spoke, or submitted public statements in lieu of speaking, against the Department's response to the Budget Analyst's Management Audit recommendation for civilianising certain positions. *The Department believed that there were inherent difficulties with civilians working in a paramilitary organization since there can develop a sense of frustration by civilian employees that they are being "frozen out" of top leadership positions. This frustration, in turn, can often lead to lackluster productivity, excessive use of leave time, and high turnover.*

Fran Sperisen, Fire Safety Chapter President, Local 21, spoke against the Department's response to the Budget Analyst's Management Audit recommendation (Statement attached).

Larry Bradshaw, civilian Paramedic, Local 790, spoke against the Department's response to the Budget Analyst's Management Audit recommendation (Statement attached).

Lori Beth Slonsky, civilian Paramedic, Local 790, spoke against the Department's response to the Budget Analyst's Management Audit recommendation (Statement attached).

Johnnie Franks, civilian Paramedic, spoke against the Department's response to the Budget Analyst's Management Audit recommendation. Mr. Franks stated that he was sorry to see the Department, in an official document, take such an inappropriate stance in regard to civilian employees. He believes that civilian employees in the department work and behave just like any other employee, some hardworking and others lackluster. Mr. Franks regrets that the issue was dealt with so publicly.

Jonathan Meade, Paramedic Chapter President, Local 790, spoke against the Department's response to the Budget Analyst's Management Audit recommendation. He believes that a problem does exist in the Department's treatment of civilian employees in that they are made to feel as second-class citizens and not equal co-workers. Mr. Meade believes that this problem is not exclusive to the San Francisco Fire Department and is existent in many paramilitary organizations. He asked the Commission to recognize and be aware of this problem, and hoped that in the future an atmosphere can be created where everyone can be made to feel as an equal member of the team.

Kevin Smith, President, San Francisco Black Firefighters Association, referred to a letter he had written to Chief Treviño regarding the planned oral interview process for the entrance examinations. Mr. Smith noted that the Department's position of excluding members from the interview panels who have engaged in mentoring or tutoring of eligible candidates will have a negative impact on retention of candidates and is counterproductive to a critical and appropriate community-based activity. He stated that the San Francisco Black Firefighters Association (BFA) has a history of assisting individuals that otherwise would not have the opportunity to effectively compete for employment in the Fire Service. The organization has spearheaded grassroots efforts that helped achieve the diversity in the Department that is enjoyed today. Mr. Smith believes that it is illogical to cite that it would be a conflict of interest to allow alleged mentors or tutors to participate in the panels. The Department did not release any pertinent information regarding the oral interview, so there is no discernible advantage or security issues. Also, the identities of the potential candidates were not provided to his organization. Mr. Smith and the BFA do not consider the mentoring to be a conflict of interest, instead they believe using internal members of the Department constitutes a true conflict of interest and should not be allowed.

Tyrone Pruitt, past President, San Francisco Black Firefighters, concurred with Mr. Smith's analysis of the H2 oral interview process. He stated that ever since he joined the Department in 1990, he has been involved with outreach, recruitment, mentoring and retention. Mr. Pruitt was surprised to see Chief Treviño's letter regarding non-participation of members, who had been mentoring, on oral interview panels due to perceived conflict of interest. He believes that Department members should not be used on the oral interview panels. Furthermore, oral interviews were removed while the Department was under the Consent Decree. Mr. Pruitt believes that they were removed for good reason and stated that the Department should not use them.

Commissioner Conroy stated that he was concerned to hear the views expressed by the civilian members of the Department. He had a different interpretation of the Department's response to the Budget Analyst's Management Audit on this matter. He read it as being a discussion of whether a particular office within the Department that now is staffed by uniformed personnel should be staffed by civilian personnel and that the comments were based not on a view of civilians within the Department but on a nationally perceived view of how civilians would perform in that particular office versus how uniformed members would perform. Commissioner Conroy did not see it as a slap in the face of civilian employees within the Department nor did he think it was pointing the finger at any particular employees of the Department.

Commissioner Norman also believed that the response to the audit by the Department was not a slap in the face to civilian employees and she was sorry to hear that it was taken as one. She was surprised to learn that paramedics were considered civilians since both paramedics and fire inspectors wear uniforms and work shoulder to shoulder

to should with firefighters and she considered them all to be uniformed members of the Department. She noted that both the Commission and the Chief receive numerous letters of gratitude attesting to the good work of the paramedics. Commissioner Norman stated that she and the other Commissioners respect the work of all civilian employees of the Department and it was upsetting to her that it may be perceived otherwise.

Commissioner Roeca agreed with Commissioners Norman and Conroy. He added that in revisiting the language, he could see how someone could react to it. Commissioner Roeca did not believe that it was not intended in the way it was perceived by civilian members in the Department, and for this he apologized, since he had witnessed the many hours of hard work put in by EMS services since the merger.

Ken Jones, Firefighter and Assistant Public Information Officer, wished to clarify a point for the Commission regarding uniformed civilians. Mr. Jones stated that a 2532 Paramedic wears a uniform but works a twelve-hour shift and is, therefore, considered a civilian employee. A Paramedic who works a 24-hour shift is considered an H3 Firefighter/Paramedic and is part of the uniformed force.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:25 p.m.

Tania Bauer
Secretary

INTERNATIONAL
FEDERATION OF
PROFESSIONAL
AND
TECHNICAL
ENGINEERS

LOCAL 21
AFL-CIO

An Organization of
Professional and Allied
Technical Employees

ORPHEUM
THEATER BUILDING
1182 MARKET STREET
ROOM 425
SAN FRANCISCO, CA
94102-4921

(415) 864-2100
FAX (415) 864-2166
EAST BAY PHONE
(510) 251-2199
E-MAIL IFPTE21@aol.com

February 14, 2002

RECEIVED
FEB 14 2002
San Francisco
Fire Commission

Fire Commission
San Francisco Fire Department
698 2nd Street
San Francisco California 94107

Subject: Fire Department's Response to the Budget Analyst

Dear Fire Commissioners:

I am responding to the Fire Department's comment of civilian "Lackluster Productivity".

In order to justify such a slanderous comment the Fire Department would need to extract information from, but not including, the itemized list below.

Therefore, I am requesting the Fire Commission and the Fire Department to provide me with documentation on the following:

- Performance appraisals of uniformed and civilian employees.
- Suspension reports of uniformed and civilian employees.
- Absence reports for uniformed and civilian employees.
- Retention reports for uniformed and civilian employees.
- Resignation or separation reports for uniformed and civilian employees.
- Job descriptions for uniformed and civilian employees.
- List of M.O.U. pay/salary premiums or incentives for uniformed and civilian employees.
- List of uniformed and civilian employees assigned and paid for a swing shift.
- Evidence of uniformed personnel reassigned in a disaster.
- Evidence of uniformed personnel not reassigned in a disaster.
- Evidence of civilians not reassigned in a disaster.
- Overtime paid with City funds to uniform employees.
- Overtime paid with City funds to civilians employees.
- The Fire Department request's for Civil Service exams of uniformed and civilian employees.

Sincerely,

Fran Sperisen

Fran Sperisen
Fire Safety Chapter President
Local 21

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LOCAL 21
AFL-CIO

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RECEIVED
FFR 14 2002
San Francisco
Fire Commission

February 13, 2002

Dear Members of the San Francisco Fire Commission:

It was with great disappointment and personnal insult that we, the Fire Safety Inspectors of Local 21, read the Official Fire Department response to the recent budget analyst's report. Our group has endured numerous affronts to our integrity and professionalism over the many years we have proudly served the San Francisco Fire Department. But this unbased, public, and published smearing of our reputations cannot go unchallenged. We, the Fire Safety Inspectors of Local 21, have been made scapegoats for the mis-management of the San Francisco Fire Department's resources, personnel, and finances. We will not take this insult to our professionalism. We will not stand for the creation of a hostile work environment. We will not allow the public to question our competence. We will not be accused of "lackluster performance" through a document that is published for consumption by the very public we serve. You cannot begin to understand the damage this document has done to our personnal and professional lives. Being accused of poor performance in a public forum, without a shred of evidence, is a slap in the face that no city employee should have to suffer through. This is the latest episode in a continuing and on-going policy of harrassment of the Fire Safety Inspectors.

We ask the San Francisco Fire Department to provide proof of the accusations made in The Response to the Budget Analysts Report to the Fire Safety Inspectors, as well as all civilians working for the San Francisco Fire Department within 30 calendar days. If sufficent proof is not provided, the Fire Safety Inspectors will persue a remedy for this situation which will be acceptable to the membership.

Sincerely,

David Planka
Vice-President
Local 21
Fire Safety Inspectors

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February 14, 2002

RECEIVED
FEB 14 2002
San Francisco
Fire Commission

San Francisco Fire Commission
698 2nd Street
San Francisco, California 94107

Dear Fire Commission,

I am in writing in regard to the Fire Department's response to the Budget Analyst's Report.

As a civilian employee with the San Francisco Fire Department it is very disturbing to be considered "lackluster".

Whether the Fire Department's employees are civilian or uniformed, comments or documents made and issued by the Fire Department administration to the public about "lackluster" job performance, is very discouraging especially when it is not true.

All employees need to feel important and appreciated at what they do.

Thank you for your time,

Carolyn Champagne

Carolyn Champagne
Payroll Clerk
Local 790

Public Comment Statement – Th
summary statement is provided by
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by, nor are its contents subject to
approval by, the Fire Commission

February 14, 2002

RECEIVED
FEB 14 2002
San Francisco
Fire Commission

San Francisco Fire Department
698 Second St.
San Francisco, CA. 94107

Dear Fire Commissioners:

As a 22-year civilian employee of the San Francisco Fire Department, I found the Department's response to the Budget Analyst Report to be deeply distressing. The Fire Department's Administration referring to me as "lackluster" is slanderous, as I have always been more than willing to step in and help out during times of need.

Sincerely,

Sue Peirano

Sue Peirano
Sr. Payroll Personnel Clerk

Public Comment Statement – **This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission**

My name is Sheila P. Reid. In July 1997 I merged along with the Paramedic Division as their Provisional Payroll Clerk, which was part of the long three-year negotiation before the merger. So why is it the first year after the merger I had to test and compete along with everyone else from the outside for my provisional position? The second year was the same thing, I had to test and compete along with everyone from the outside to be permanent in the position.

In the Payroll Section we normally have a total of five payroll clerks and one Supervisor which also does payroll, but in 1999 at any given month and time we were down two payroll clerk and one supervisor. There were three of us that were always there. The month of June we were down to two payroll clerks doing the payroll for 1800 employees. The paychecks were not always perfect in that month we might have missed some premiums or wdo's but me made sure the person got paid their regular hours. The Fire Department never thanked us or show any concerns or support in whether or not we needed help or whether or not we would drop dead at our desk.

There is a 1222- Sr. Payroll Clerk that always filled in as Supervisor off and on for seven years and was overlooked and was not picked off the list for the 1224-Principal Payroll Clerks position. In 2001 I needed to have surgery on my left shoulder for a torn tenant under my rotators cuff but I waited for a coworker to return from Workers Compensation she was out three and one half months. In turn for me being considerate to my remaining coworkers work load and being down one person and being in pain constantly the department rewards me with horrible Evaluation the worst I have ever gotten in my whole life, it was more like a hate letter.

I put in a discrimination claim February 16, 1998 and I just got a reply in January 4, 2002, which is over three years later. I had to appeal the departments finding.

Please excuse us Civilians if sometimes we are lackluster but after being discriminated against, passed up for promotions, grossly horrible evaluation two payroll clerks being fired and I still do not understand why and finally your discrimination claim not answered for three years then is in the department favor. Maybe I should walk around with a stupid smile on my face and change my name to Hi I'm Lack Luster what's your name.

RECEIVED
FEB 14 2002
San Francisco
Fire Commission

Sheila P. Reid

Public Comment Statement – Th
summary statement is provided by
the speaker and is neither generat
by, nor are its contents subject to
approval by, the Fire Commission

Commissioners, Chief. My name is Larry Bradshaw and I am a paramedic in the Fire Department. I am here to speak on the Department's characterization of its civilian workforce.

Many of the Civilians have often suspected that the Department has felt this way about us. But we were shocked that you would publicly proclaim, in writing your distain for civilian employees. To add insult to injury, you posted it on the website for the whole world to read.

SFFD is a primarily uniformed Dept. structured in the paramilitary fashion. Paramilitary organizations are generally recognized as being effective in field operations and are also generally recognized as notoriously inefficient and bureaucratic when it comes to administration and support services. That is why all paramilitary organizations rely upon a large civilian infrastructure to help keep them running.

Civilians are integral to the running of this Department. San Francisco Fire Department would not run without the civilians in payroll, the civilians who staff medical supply, the civilians who inventory medical records and do the medical billing, and the civilian clerical, office and administrative staff, not to mention the civilian Paramedics and Fire Inspectors.

Many a Chief's secretary have carried many a uniformed Chief, allowing them to serve their one year as a AC or DC prior to their retirement.

If you believe a position might be better served as a uniformed position, then tout the strengths and benefits that a uniformed person would bring to the job. But don't denigrate civilians. This represents the worst in management styles; playing off one group against another and creating animosity and rancor.

I find the whole premise of the Department's argument against Department civilians to be, well lack luster, in its structure and content. You say that because we cannot occupy the top leadership positions, we become 'sour, dour and lackluster'. The fact that I cannot promote to be Chief of the Department, or even BC, has no bearing on my desire or ability to do my damndest best on my next ambulance call. Just as there uniformed firefighters who are proud to be a firefighter, take pride in doing their job well and have no desire to promote.

If you want to guarantee poor moral and lackluster performance and alienation, then continue to think of treat your civilian staff that you do.

I hope the Commission will publicly retract these insults and apologize to their civilian workforce.

Thank you, Larry Bradshaw

Public Comment Statement – **This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission**

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

Commissioners and Chief.

My name is Lorrie Beth Slonsky. I am a civilian Paramedic in the Department. I am here to speak on the Department's characterization of civilian employees.

Happy Valentines Day, Commissioners. I must confess I am used to receiving compliments, cards, and chocolates on this holiday and not insults and a slap in the face. I am of course referring to the Department and your response to the Auditors report in which you denigrate the Civilian staff.

You cite Lack Luster Productivity amongst civilians. I would note that Harvey Rose's audit found the Civilian Paramedics were the most productive Paramedics in the Department.

Also, You cite excessive use of leave time by civilians. Many of my civilian coworkers carry excessively large balances of sick and vacation time.

Further, you cite high turn over among civilians. Tell that to my Co-workers who have proudly served as Civilian Paramedics for the last 15, 20 years.

You cite problems retraining Civilians. I remind you that we are the only Paramedics in the Department who are not trained on duty and are forced to go outside the Department to get our "mandatory continuing education."

Civilian paramedics, like our uniformed Co-workers, respond to 911 calls, we work in an uncontrolled environment and are exposed to dangers. Because we are stationed on a street corner in downtown SF, we are often the first to arrive on shootings, stabbings, or other crime scenes.

Civilian Paramedics, like our uniformed Co-workers, have shorter careers than we would like, due to the physical demands of the job.

And we earn less pay and we are excluded from the safety retirement system. In spite of this double standard, we perform to the highest standards.

You cite a lack of Espirit de corps among civilians. Civilian paramedic's enthusiasm and commitment are among the highest in the dept. We have the public calling and we do our work in an environment that treats us like second-class citizens. It is our espririt de corps that keeps us going!

I am here tonight to ask you if you will share with the "lack luster civilian staff" the basis for the assertions that you made. If you are unable to validate your claims against the civilian paramedics, will you publicly retract those assertions and publicly apologize to your civilian employees?

Thank you,

Lorrie Beth

Starr King Elementary School
1215 Carolina Street
San Francisco, CA 94107
(415) 695-5797

December 18, 2001

Chief Mario Trevino
298 2nd Street
San Francisco, Calif.

Dear Chief,

Once again, we would like to thank the firefighters for providing Starr King Elementary School with Santa, toys and a Polaroid photo with Santa. The Pre-kindergarten through third graders were excited and grateful for the opportunity to celebrate the holidays with Nick Russo, Willa Ortega, Mike Coleman, Chris Yock and Maria Nelson. Thank you again for continuing this program.

Sincerely,

Karen Leong
Coordinator

Jonetta Leek
Principal
Starr King Elem.

cc: Local 798
1139 Mission St.
San Fran. Calif.

Fire Chief
2300 Folsom
San Francisco, Ca. 94108

Dec 6, 2001

Dear Sir:

Not knowing who to write this letter to, I am hoping that you will see to it that it gets to the right place. I am writing to commend one of your Firemen. His name is Frank Iavarone.

I met Frank on a recent cruise to Hawaii. I had the misfortune of a very bad fall while on the cruise and Frank was kind enough to come to my rescue. His concern and willingness to get involved was above and beyond what even the ship's personnel showed in this matter.

I realize that Firemen are trained to react in such matters, but considering he was on vacation and not at all obligated to get involved, I feel he should be commend for his reactions, thoughtfulness and unselfishness. He is truly a Hero in my estimation.

Thank you for your time and I trust you will see that this letter reaches the proper person.

Sincerely,

Cynthia S. Tricker

Cynthia S. Tricker
304 Monarch Lane
Santa Maria, Ca. 93454

January 7, 2002

San Francisco Fire Department
Station 5
1301 Turk St.
San Francisco, CA 94105

Dear Members of SFFD Station 5 "A" Watch:

Like many U. S. citizens, we can call paramedics and firefighters our heroes. The members of Medic 5 and Engine 5 "A" Watch saved the life of our son, Stephen Smelker, on December 19, 2001. Steve, "Turner", who is only 31 years old, went into cardiac arrest and suffered a major heart attack at his home the evening of December 19th. We are thankful that the "A" Watch team responded promptly to the 911 call. We appreciate their tenacity that kept them working for over a half an hour to resuscitate Steve and pull him through. We salute and express our thanks to:

Mike Day #809, Paramedic
Roman Rubalcava #699, Paramedic
Lt. Zach Pumphrey
Lloyd Goldberg, Firefighter,
Vic Lubet, Firefighter
Dan Bright, Firefighter
RC 1 Rescue Captain, Jeff Myers.

We also appreciate the concern the "A" Watch team had for Steve's friend and roommate, Tracy Ingle, who was understandably upset by the episode. She, too, is our hero as she called 911 while she administered CPR to Steve.

Steve was rushed to Kaiser Hospital where he was taken to the Heart Catheter Lab for angioplasty and the insertion of a stent in his left anterior descending coronary artery. He has done remarkably well and was released from the hospital on December 26th. Steve still has some short-term memory loss, but we are hopeful that he will make a good cardiac and neurological recovery. Mike and Roman visited Steve's hospital room on Christmas Day and were all smiles to see how much he had recovered. At their invitation, we all plan to visit SFFD Station 5 on January 12, 2002.

Steve is our only child, so of course it is impossible to put into words how we feel about the members of Engine 5 "A" Watch. We are well aware that we might have had a very different outcome. We thank them from the bottom of our hearts. We can truly say we had a "Christmas miracle" this year.

Sincerely,

Diane Smelker & Jim Smelker

Diane and James Smelker
827 31st Ave.
San Mateo, CA 94403

Lone Mountain Children's Center

The Presidio of San Francisco
1806 Belles Street • San Francisco, CA 94129 • (415) 561-2333 • Fax (415) 561-2335

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, California 94107

February 2, 2002

Dear Chief Trevino,

I am writing to commend your Office of Community Affairs. Last week both our morning and afternoon preschool classes were visited by Lt. Fernando Juarez. Lt. Juarez arranged for a fire truck and a group of firefighters from Engine Co. 31 also be at our school to help in the instruction: Firefighters Joe Fitzpatrick, Tim Areja, Peter Lee, George Saribalis, Mark O'Hara, Yvette Ortega and James Outley. They all did a wonderful job of instructing our preschoolers in fire, fire safety and other emergency issues.

I especially want to commend Lt. Juarez who has a natural talent for working with young children. He is remarkably skilled at being able to communicate what can be frightening information in a manner that is reassuring and calming.

Thank you for helping to arrange this visit and for making members of your force available for this important community effort. All of our staff, children and families are most grateful and appreciative.

Sincerely,

Jacque Grillo
Executive Director

Chief Mario H. Trevino
698 Second Street
San Francisco, CA 94107

January 28, 2002

Dear Chief Trevino,

Thank you for your assistance in scheduling a fire safety presentation and fire engine visit to Laurel Hill Nursery School on January 24th. Lieutenant Fernando Juarez, Lieutenant Jeff Wong, and the firefighters from Station 10, Lieutenant Mark Robinson, Firefighters Jay Lee, Pat Ryan and Ramon Fiores made an excellent presentation, keeping the children engaged in learning about safety preparedness. Lieutenant Juarez conducted the sessions and was especially knowledgeable and pleasant. All of the firefighters had a wonderful rapport with children and helped them understand what to do in the event of particular emergencies. We commend them for their efforts.

Your support of preschool education is much appreciated and we thank you for being a partner in our children's growth and development. We look forward to working with you again in the near future.

Sincerely,

Lori Murakami

Lori Murakami
Parent
Program Enrichment for Laurel Hill

BILL LOCKYER
Attorney General

State of California
DEPARTMENT OF JUSTICE

455 GOLDEN GATE AVENUE, SUITE 11000
SAN FRANCISCO, CA 94102-7004

Public: AREA CODE/PUBLIC NUMBER
Telephone: (415) 703-1332
Facsimile: (415) 703-1234
E-Mail: gloria.milina@doj.ca.gov

January 22, 2002

Mario H. Trevino, Chief
San Francisco Fire Department
698 Second Street
San Francisco, California 94107

RE: Health and Safety Fair

Dear Chief Trevino:

The San Francisco Attorney General's Office thanks Lieutenant Fernando Juarez, of the Office of Community Affairs, Firefighter Paramedic Russ Zimmerman and Firefighter Aaron Stevenson, Jr. for their participation in our Health and Safety Fair on January 16th.

Firefighters Zimmerman and Stevenson staffed a booth doing blood pressure screening, answering questions, and passing out literature. Our employees were impressed with their knowledge and concern for their community. Everyone that attended enjoyed meeting and talking with them.

In the afternoon, Lieutenant Juarez gave a lecture and demonstration on fire in highrises. His lecture was very interesting and informative. We all left feeling more confident with the life-saving information we learned.

Lieutenant Juarez and firefighters Stevenson and Zimmerman were very professional, courteous and friendly. It was apparent to all of us that these men have great pride in being San Francisco Firemen. The citizens of San Francisco are lucky to have them.

Sincerely,

Gloria Milina

GLORIA MILINA
Legal Secretary

For BILL LOCKYER
Attorney General

cc: Lieutenant Fernando Juarez
Firefighter Paramedic Russ Zimmerman
Firefighter Aaron Stevenson, Jr.

January 23, 2002

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, Ca. 94107

Dear Chief Trevino:

I want to thank you for extending the service of Lieutenant Fernando Juarez to our staff at Rhoda Goldman Plaza on January 4, 2002. Lieutenant Juarez did a great job in both detail and clarity during his presentation on fire extinguishers. The quality of his presentation held the attention of our staff through out the in-service. It was an excellent presentation and we would like to schedule more if possible in the future.

Sincerely

Robert S. Humphries

Robert S. Humphries

2180 Post Street • San Francisco, CA 94115
Tel: 415.345.5060 • Fax: 415.345.5061 • E-Mail: www.RGPlaza.org

DOLORES TERRACE NEIGHBORS
45 Dolores Terrace, San Francisco, CA 94110
Phone: 415/431-4561

January 21, 2002

Inspector Kaan Chin
Public Education Office
San Francisco Fire Department
698 Second Street, Room 109
San Francisco, CA 94107

Dear Inspector Chin:

I want to thank you so much for taking the time on Friday evening, January 11, to come out to our neighborhood...Dolore Terrace...and meet with the 15 or so Neighbors who came to hear you speak.

Even though our meeting seemed somewhat informal at the beginning, due to the buffet dinner being served, I appreciated the way you fitted in so easily and took the time to converse with the people who were there.

In the more "serious" part of the evening, you did a great job of talking about so many things that all of us could relate to. I'm sure it was obvious to you because of the many questions that we had. And thanks for your patience in handling the youngsters who also had questions and comments to inject. I think it was wonderful that they felt comfortable enough with you to speak up.

The Fire Department's education program is a wonderful service to the community. Thank you for bringing it out to us.

Sincerely,

Margaret Sand

Copy to: Chief Mario Trevino
San Francisco Fire Department

INTER·CONTINENTAL.
HOTELS AND RESORTS

1/31/02

Sabine and Hopper

Last Halloween you came to my home, because my son had a febrile Seizure. I just wanted to thank you for all your support, kindness and help. It was a tough night for me. You guys came in 2 minutes of my frantic 911 Call. THANK-YOU. My son is 2 today and I am grateful you are only a few blocks away! Sincerely LORRI

MARK HOPKINS
INTER·CONTINENTAL
SAN FRANCISCO

LORRIANN RAJI
Pastry Chef

Number One Nob Hill, San Francisco, California 94108
Direct Dial: (415) 616-6943 Telephone: (415) 392-3434
Fax: (415) 616-6963 Lorriann_raji@interconti.com
Internet: www.markhopkins.net

JANUARY 28, 2002

SAN FRANCISCO FIRE DEPARTMENT
ATTENTION: CHIEF MARIO TRAVINO
698 2ND STREET
SAN FRANCISCO, CALIFORNIA 94107

DEAR CHIEF TRAVINO:

ON JANUARY 10 MY HUSBAND AND I TOOK A TOUR WITH A GROUP OF SENIORS LIVING IN "ROSSMOOR" WHERE WE NOW LIVE.

AFTER LUNCH AT THE FRANCISCION RESTAUEANT.... MY HUSBAND (AGE 82) HAD AN ATTACK, AND WAS ON THE FLOOR...WHEN SOMEONE CALLED FOR AN AMBULANCE.

TWO OF THE MOST WONDERFUL PEOPLE IN THE WORLD CAME AND HANDLED THE SITUATION PERFECTLY... THEY WERE SO PROFESSIONAL...THEY WORKED QUICKLY AND EFFECIENTLY....AND THEY WERE SO COUREOUSLY

THEY WERE: MEDRES 28 (M28)

NELSON 962/RUSTEEN 414

THESE TWO PEOPLE ARE A HUGE ASSET TO THE FIRE DEPARTMENT.

I WAS HAPPY TO HAVE MET THEM IN OUR HOUR OF NEED. THEY MADE TWO OLD PEOPLE VERY HAPPY TO KNOW THAT SOMEONE CAME TO HELP US SO QUICKLY.

I RECOMMEND THEM FOR ANY ADVANCEMENT...AND I KNOW THE WHOLE DEPARTMENT WILL BE PROUD TO WORK WITH SUCH WONDERFUL, DEPENDABLE YOUNG PEOPLE.

PLEASE PUT THIS NOTE IN THEIR FILE...AND KNOW THAT I SHALL BE FOREVER GRATEFUL FOR THEIR HELP.

I LIVED IN CONNECTICUT FOR 77 YEARS AND MY HUSBAND FOR 80 YEARS...AND NOW WE FEEL CONFIDENT KNOWING THAT YOUNG PEOPLE IN CALIFORNIA ARE GREAT.

SINCERELY 1-925-934-2188

BEATRICE & ALFRED BUCHLA

Fire Dept. Para Medics 01-14-03

I would like to thank Para Medics Peter Leonard & Stuart Spruny for an emergency call they handled at 1499 California St. #301 on 01-13-02.

They Saved my mom's life!

My mom was at home changing the bandage on a wound she has from chemo-therapy and accidentilly broke an artery. She started bleeding very badly and fainted. My brother called 911" and Peter and Stuart came over. My mom's apt. is very cluttered, but that didn't bother these two great guys. My mom lost 4½ pints of blood all over the apt. and these guys just saw she was in serious conditions and took excelent care of her and got her to S.F. General. Today 01-14-02 my mom is doing pretty good thanks to Pete & Stu. Thank You So Much. Pete Sumaruck

1 of 2

Dear Sir,

On January 10, 2002, my mother, Dorothy Saniola passed away. Prior to her death I had to call 911 several times for assistance with my mother. The men and woman from the Stoneham station responded. Unfortunately, I never got any names, however I do remember a few of the dates that they came: Thurs 1/03 and Sunday 1/06 and finally on Thurs 1/10.

I cannot express how grateful I am to these people. All of them were extremely professional, yet at the same time they were very compassionate and extremely kind not only to my mother but to me. My mother was terrified of going to the hospital, and they were able to ease her fears and somehow make her feel better. I was also impressed with how quickly they got to our house after I called 911.

I wish I knew their names so I could thank them personally. If those men and woman are a reflection of all those in your command, then you have outstanding people working for you.

Please accept this donation and my sincere thank you for all their help.

Sincerely
Patricia Saniola

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing Monday, February 25, 2002 – 9:00 a.m.

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

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MAR 1 1 2002

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PUBLIC LIBRARY

Item
No

1. **On ROLL CALL,** the following were present:

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

Commissioner Pat Norman and Chief Mario Treviño were excused for business reasons.

Also present

For the San Francisco Fire Department
Katharine Hobin, Deputy City Attorney
Cecelia Mangoba, Deputy City Attorney

For the San Francisco Fire Commission
Marie C. Blits, Counsel to the Commission

For Lieutenant Curtis Young
George Beckwith, Counsel
Joseph Moriarty, Counsel,
Vice President, Local 798
Lieutenant Curtis Young

President Nakajo requested that Commissioner Conroy serve as President pro tem.

2. **PUBLIC COMMENT**

There was no public comment.

3. **FORMAL HEARING, INCLUDING POSSIBLE COMMISSION DELIBERATIONS**
(Continued from 12/17/01)

Formal Hearing concerning formal complaint filed by Paul J. Tabacco, Acting Chief of Department, against Lieutenant Curtis Young, dated February 13, 2001, for violation of the Rules and Regulations as follows:

Section 1123 - Company Records
Section 2801 - Thorough Knowledge
Section 3301 - Normal Channels
Section 3905 - Unfamiliarity with Rules
Section 3922 - Acts Detrimental to Welfare of Department
Section 3935 - False Reports/False Testimony
Section 3942 - Unauthorized Use of Disposition of Property
G.O. 96 A-139 - Trade Rule
Sample Report Book - Policy Pertaining to Time Coming (TC)

A. Hearing and Commission Deliberations

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

Lieutenant Curtis Young requested a closed session.

1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the Closed Session

2. Vote on whether to hold Closed Session

Commissioner Roeca moved for a closed session. Commissioner del Portillo seconded. The motion was unanimously approved.

The Commission went into closed session at 9:10 a.m.

3. Reconvene in Open Session

The Commission reconvened in open session at 6:15 p.m.

a. Vote whether to report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Roeca moved to report on action taken in closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

Commissioner Conroy, acting as president pro tem, reported that the Commission had deliberated and had determined, by a vote of 4–0, that Lieutenant Curtis Young was guilty of the following charges and should be terminated from his employment with the San Francisco Fire Department:

Section 2801 - Thorough Knowledge
Section 3301 - Normal Channels
Section 3905 - Unfamiliarity with Rules
Section 3922 - Acts Detrimental to the Welfare of the Department
Section 3935 - False Reports/False Testimony
G.O. 96 A139 - Trade Rule

The Commission found Lieutenant Young not guilty of *Section 1123 – Company Records*, based on the particular language of the section, *Section 3942 – Unauthorized Use of Disposition of Property*, finding no such violation, and *Sample Report Book – Policy Pertaining to Time Coming (TC)*, finding no rule capable of supporting Department Rules.

The Commission requested that counsel for the Department draft *Proposed Findings of Fact and Conclusions of Law*, review the document with Lieutenant Young's counsel, work out as many disputed items as possible, and then submit the document to the Commission for its consideration. Counsel for Lieutenant Young may submit any remaining objections in writing to the Commission at the same time.

Commissioner Conroy requested that the Commission confirm its 4-0 decision. The Commission unanimously confirmed the decision.

b. **Vote whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Roeca moved not to disclose any discussions held during the closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

4. ADJOURNMENT

The Special Hearing was adjourned at 6:25 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-06

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – February 28, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Commissioner Pat Norman was excused for business reasons.

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Bernie F. Lee - Acting Chief of Department
Joseph C. Asaro - Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Ray Balzarini - Division of Airports
Joanne Hayes-White - Division of Training
Daniel A. Sullivan - Support Services
Gary P. Massetani - Fire Prevention

Chief Officers – Staff:

Marshal Isaacs, M.D. - Emergency Medical Services

Chief Officers – Firefighting Services:

Aaron C. Stevenson - Division 2
Robert G. Boudoures - Division 3 (Acting)

2. APPROVAL OF THE MINUTES

Regular Meeting of February 14, 2002, and Special Meeting of February 14, 2002.

Commissioner Conroy moved to amend the minutes and Commissioner del Portillo seconded. The motion was unanimously approved and the minutes were amended as follows: Item 4.H. Public Comment, first paragraph, should read: . . . *The Department stated that there were inherent difficulties* . . .

3. CONSENT CALENDAR

All matters listed hereunder (Items A through F) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during January 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, January 19 through February 1, 2002, and February 2 through February 15, 2001.

B. Appointment

Reporting the following TEMPORARY EXEMPT appointment effective *FEBRUARY 13, 2002*:

2232 Senior Physician Specialist

Peter Rill (vice: Deborah Owen)

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Fegan, Fred J.	H2 Firefighter	Service	Feb. 05, 2002
O'Donnell, Daniel M.	H2 Firefighter	Service	Feb. 02, 2002

(Retirement Certificates will be presented at Fire Commission meeting of March 28, 2002)

D. Separation

Reporting separation of the following:

NCS H120 Pilot of Fireboats Harry J. Aardalen, effective close of business January 1, 2002. (Reached permissible time limit. Started work 09-20-93.)

NCS H120 Pilot of Fireboats Christopher M. Anderson, effective close of business January 1, 2002. (Reached permissible time limit. Started work 07-08-87.)

NCS H110 Marine Engineer of Fireboats Ernest L. Murdock, effective close of business January 1, 2002. (Reached permissible time limit. Started work 10-23-86.)

E. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Acting Paramedic Captain David Andersen, EMS Division, for five days, March 11 through March 15, 2002, in order to attend the EMS Today Conference in Kansas City, Missouri. Transportation and lodging will be paid by Acting Paramedic Captain Andersen. He will not be replaced.

Firefighters Michael Walsh and Jeremiah Keohane, Bureau of Equipment, for five days, February 24 through February 28, 2002, in order to travel to Shawno, Wisconsin and Ephrata, Pennsylvania, to visit the 3D Manufacturing facility and the Ladder Tower, Inc. facility. There is no cost to the San Francisco Fire Department. Firefighters Walsh and Keohane will not be replaced.

F. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Medic 10	01-2-099	12/1/01	732	C	File
Drv: FF/PM Nancy Allen					
Cause: While responding with red lights and siren, Medic 10 crossed the intersection without gaining control and struck a civilian vehicle that failed to yield to emergency vehicle					
Truck 1	01-2-129	11/16/01	613	A	File
Off: T/Lt. Peter Arnautoff	Drv: FF Thomas Rey		Tlr: FF William Emde		
Cause: While moving away from a medical incident without a tiller, Trk 1 struck a stopped civilian vehicle					
Truck 2	01-2-130	1/15/02	619	C	File
Off: T/Lt. Gordon Leidecker	Drv: FF James Vargas		Tlr: FF Kevin Callanan		
Cause: Misjudged clearance - While responding to an incident and exiting quarters, Trk 2 struck a vehicle that had stopped and was waiting for Trk 2 to pass					
EMS RC 1	01-2-131	1/16/02	926	B	Bill
Off: PM Capt. Michael Whooley					
Cause: While responding to a medical dispatch with red lights and siren, and crossing the intersection with the green light, RC 1 was struck by a civilian vehicle					
Medic 36	01-2-132	1/22/02	716	B	File
Drv: FF/PM Oscar Cabrera					
Cause: While responding with red lights and siren, Medic 36 gained control of the intersection and, while crossing, was struck by a motorcycle					
Medic 38	01-2-133	1/22/02	744	B	Bill
Drv: FF/PM Robert Jones					
Cause: While responding with red lights and siren, Medic 38 gained control of the intersection and, while crossing, was struck by a civilian vehicle					

Truck 15	01-2-134	1/23/02	622	A	File

Off: Lt. Richard Jonasson Drv: FF Nicholas Yuen Tlr: FF/PM John Wilkosz

Cause: During training operations, Trk 15 struck a rock due to failure to align tiller wheels with cab

Engine 42	01-2-135	1/25/02	513	C	File

Off: Capt. Edward Arce Drv: FF Terence Osullivan

Cause: While responding with red lights and siren, Eng 42 did not gain control of intersection and struck a civilian vehicle

Engine 20	01-2-136	1/26/02	505	A	File

Off: Lt. Jesse Frias Drv: FF Patrick Crane

Cause: While responding with red lights and siren, Eng 20 struck the mirror of a parked civilian vehicle

Medic 29	01-2-137	1/28/02	0	B	Bill

Drv: FF/PM Berglioth Mathews

Cause: While transporting patient and stopped at a light, Medic 29 was struck by a civilian vehicle that fled the scene

Engine 11	01-2-138	1/29/02	591	B	Bill

Off: T/Lt. Darryl Dair Drv: FF Lawrence Yup

Cause: Responding to a working fire, Eng 11, having secured the intersection and turning right, was struck by a civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through F on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted five letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Acting Chief Lee stated that he had nothing to report at this time.

C. Personal Services Contract

Submitted for review and approval a proposed personal services contract in the amount of $314,000 from Sheldon Zedeck, Inc., for the H20 Lieutenant and H40 Battalion Chief examinations.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and the proposed personal services contract was approved on recommendation of Chief of Department.

D. San Francisco Fire Code Amendments

Submitting for approval the San Francisco Fire Code Amendments to the 1998 California Fire Code.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and the Fire Code Amendments were unanimously approved as presented.

E. Special Presentation

Airport Division – Assistant Deputy Chief Raymond Balzarini

Raymond Balzarini, Assistant Deputy Chief, Airport Division, provided an overview of the Department's operations at the San Francisco International Airport. Chief Balzarini related that the Airport had just completed a $2.4 billion master plan project, including the International terminal, AirTrain rapid transit, which will circle the entire airport, and BART into the airport. He further described the dimensions of the airport and noted that it was the fifth busiest in the nation and the seventh busiest in the world.

The Fire Department has three stations strategically placed to meet Federal Aviation Regulations (FAR) and is staffed daily with one captain, three lieutenants, two medics, 17 firefighters and two civilian employees. Chief Balzarini stated that the operational mission is to attack any aircraft fire, all aircraft rescue and firefighting incidents, all structural fires and medical emergencies, which encompasses suppression, prevention and emergency medical services (EMS), including two paramedic units with one-on-one staffing. He reviewed the various types of apparatus, which were displayed on the screen, and pointed out the differences, due to federal regulations, between them and the standard apparatus used in San Francisco. Chief Balzarini indicated that there also was a Fire Prevention unit located at the airport, which provided building inspections and code reinforcement, and whose members reported to the Fire Marshall for technical direction but were part of overall departmental operations at the airport.

Commissioners had various questions regarding how the budget was prepared, the types of calls that came in, how September 11th affected the airport and if staff would be increased to cover operations once BART comes to the Airport.

Chief Balzarini responded that the Airport funds the Fire Department under the Airline Lease Agreement, whereby the Airport buys the apparatus, pays for the fire stations and for all

salaries. He stated that there is a minimum of ten runs a day for the rigs but that they are primarily nuisance calls, such as people stuck in elevators and auto accidents. All buildings at the Airport have sprinklers that are wired into a control center, which greatly assists in quick suppression of fires. Chief Balzarini related that the Airport had lost $43 million during its six day closure immediately following September 11th due to airlines scaling back and fewer people flying, which had an overall negative trickle down effect. He indicated that flights have increased to a thousand a day and, hopefully, flights will increase to 1500 per day. Regarding increased staffing to accommodate BART to the Airport, Chief Balzarini indicated that it had been included in the original planning but due to September 11th, it was not clear what the current status of this issue was.

President Nakajo thanked Chief Balzarini for the professional presentation, acknowledged the staff from the Airport and appreciated their attendance at the Commission meeting.

Note: A copy of the Airport Division's PowerPoint presentation is attached

F. Communications Received by Commission

Six communications were received by the Commission from February 8, 2002 through February 21, 2002.

G. Public Comment

No comments were made by the public.

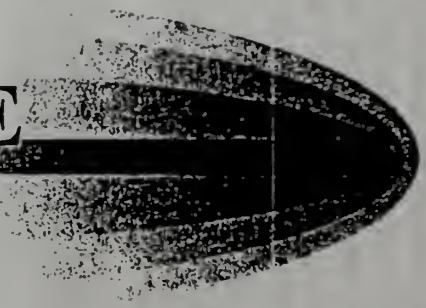
5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:50 p.m.

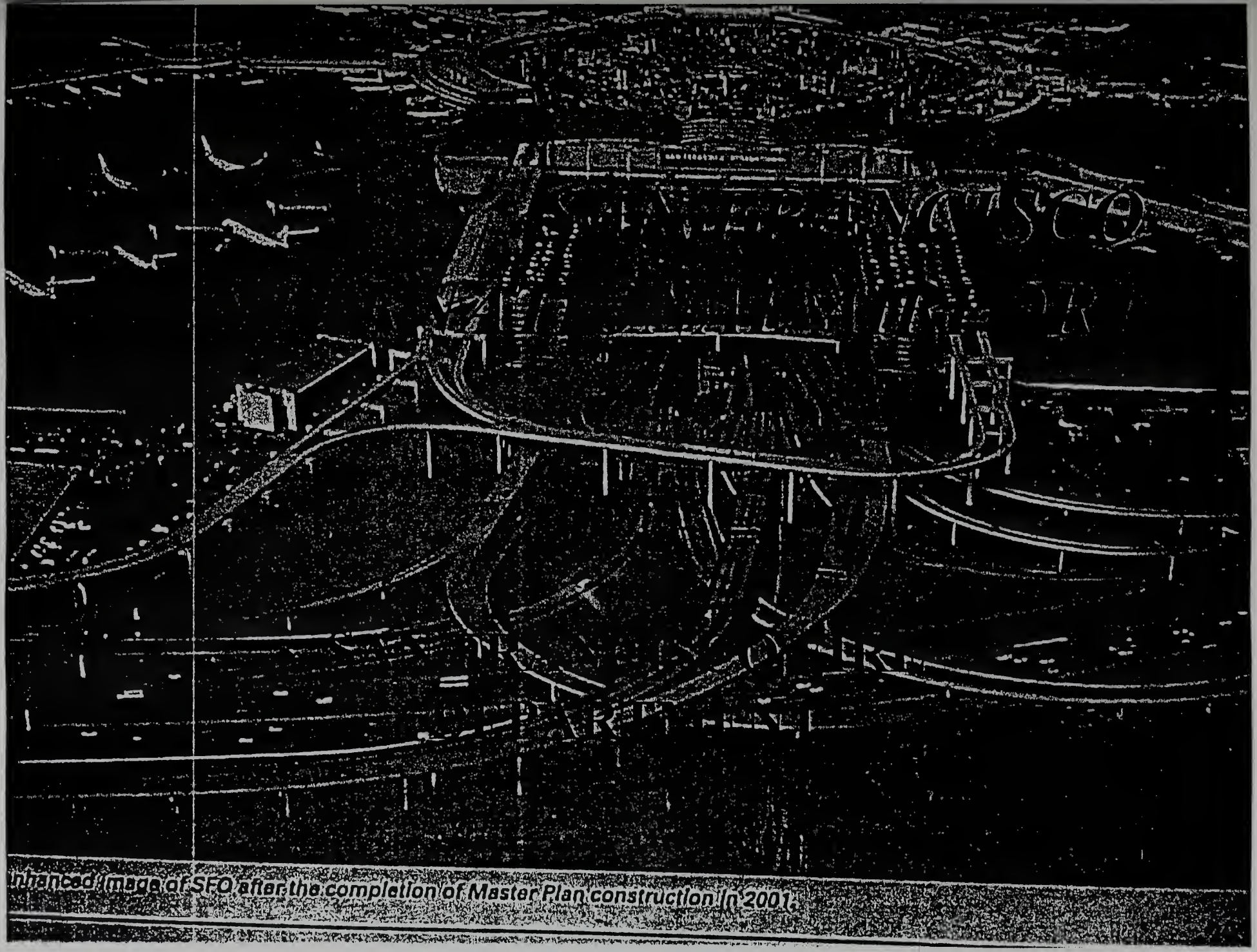
Tania Bauer
Secretary

SAN FRANCISCO INTERNATIONAL AIRPORT

SAN FRANCISCO FIRE DEPARTMENT



AIRPORT DIVISION



nhanced image of SFO after the completion of Master Plan construction in 2001.

SAN FRANCISCO INTERNATIONAL AIRPORT

- 5 SQUARE MILES
- 4 TERMINAL BUILDINGS
  - -TERMINAL 1 (South)
  - TERMINAL 2 (Central)
  - TERMINAL 3 (North)
  - NEW INTERNATIONAL TERMINAL (ITB)
- 6 PARKING GARAGES
- 2 BIG BRAND NEW CARGO BUILDINGS
- POST OFFICE

SAN FRANCISCO INTERNATIONAL AIRPORT

- SFO HAS A TOTAL OF 5,171 ACRES
  - IT USES ONLY 2,383 ACRES
  - 2,788ACRES ARE UNDEVELOPED TIDELANDS
- DOMESTIC TERMINAL
  - 2,621,000 SQUARE FEET
- INTERNATIONAL TERMINAL
  - 2,400,000 SQUARE FEET
- TOTAL OF 5,021,000 SQUARE FEET

SAN FRANCISCO INTERNATIONAL AIRPORT

- SEPTEMBER 2002 - THE AIR TRAIN WILL BE IN SERVICE
- 2003 - B.A.R.T. WILL BE PROVIDING SERVICE TO SFO
- SFO IS THE **FIFTH** BUSIEST AIRPORT IN THE UNITED STATES AND **SEVENTH** IN THE WORLD

SAN FRANCISCO INTERNATIONAL AIRPORT

- PRIOR TO SEPTEMBER 11, 2001
  - THE AIRPORT HANDLED 1500 FLIGHTS DAILY

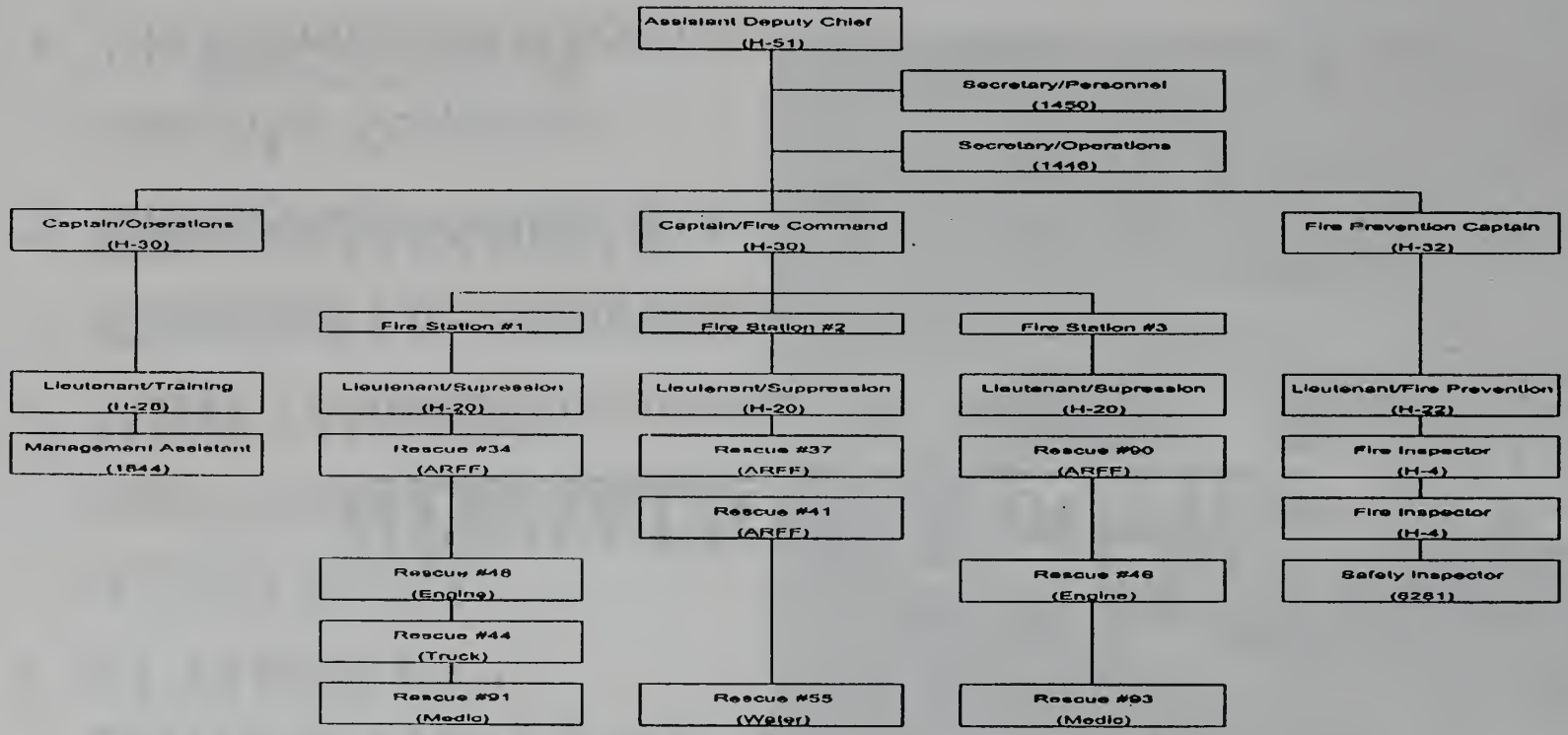
- SINCE SEPTEMBER 11, 2001
  - THE AIRPORT HANDLES ABOUT 1000 FLIGHTS DAILY

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

- 3 FIRE STATIONS
  - STRATEGICALLY PLACED TO MEET F.A.R. PART 139 REQUIREMENTS, SET BY THE FAA
- DAILY STAFFING REQUIREMENTS
  - **(1) CAPTAIN**
  - **(3) LIEUTENANTS**
  - **(2) PARAMEDICS**
  - **(17) FIREFIGHTERS**

Organizational chart

SAN FRANCISCO FIRE DEPARTMENT
AIRPORT DIVISION



Personnel Chart feb02.xls 2/27/02

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

OPERATIONAL DUTIES

- ARFF (Aircraft Rescue and Fire Fighting)
- Structural Fire Suppression / Safety
- Emergency Medical Response (Paramedic Level)
- Haz-Mat Responses
- SFO Community Service
  - AED Training and Re-certification
  - First-aid Training
  - Fire Safety Training for SFO Tenants and Employees

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 44

- **2000 METZ AERIEL LADDER**
- **120 ft. LADDER**
- **300 gal WATER WITH A PTO PUMP**
- **STAFFED BY 1 DRIVER AND 1 EMT**
- **STATIONED AT FIREHOUSE 1**

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 34

- '91 OSHKOSH T-3000
- 3000 gal WATER
- 500 lbs HALON
- 410 gal FOAM
- STAFFED BY 2 FIREFIGHTERS
- STATIONED AT FIREHOUSE 1

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 48

- '90 KME TRIPLE COMB. PUMPER
- 500 gal WATER
- 40 gal FOAM
- 1500 gpm PTO PUMP
- Staffing
  - 1 LIEUTENANT
  - 1 DRIVER
  - 1 EMT
- STATIONED AT FIREHOUSE 1

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 37

(ARFF CHASE VEHICLE)

'99 OSHKOSH TI-1500

- **1500 gal WATER**
- **210 gal FOAM**
- **500 lbs DRY CHEM**
- **STAFFING**
  - **1 LIEUTENANT**
  - **2 FIREFIGHTERS**
- **STATIONED AT FIREHOUSE 2**

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 41

- '88 OSHKOSH T-3000
- 3000 gal WATER
- 410 gal FOAM
- 500 lbs HALON
- STAFFING
  - 2 FIREFIGHTERS
- STATIONED AT FIREHOUSE 2

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 93

- **2001 F-350 FORD LOW PROFILE**
- **RESPONDS TO SOUTH SIDE CALLS**
- **STAFFING**
  - **(1) PARAMEDIC**
  - **(1) BLS DRIVER**
- **STATIONED AT FIREHOUSE 3**

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 90

- 2001 OSHKOSH TI-3000
- 3000 gal WATER
- 500 lbs HALOTRON
- 410 gal. FOAM
- Staffing
  - (2) FIREFIGHTERS
- STATIONED AT FIREHOUSE 3

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 46

- **1998 3D SPARTAN with 1500 GPM PUMP**
- **500 gal WATER**
- **40 gal FOAM**
- **STAFFING**
  - **(1) LIEUTENANT**
  - **(2) FIREFIGHTERS**
- **STATIONED AT FIREHOUSE 3**

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 66

- **2001 FORD EXCURSION**
- **ARFF COMMAND VEHICLE**
- **FORWARD LOOKING INFRA-RED MONITORS**
- **STAFFED WITH 1 CAPTAIN**

SAN FRANCISCO INTERNATIONAL AIRPORT

THE FIRE DEPARTMENT

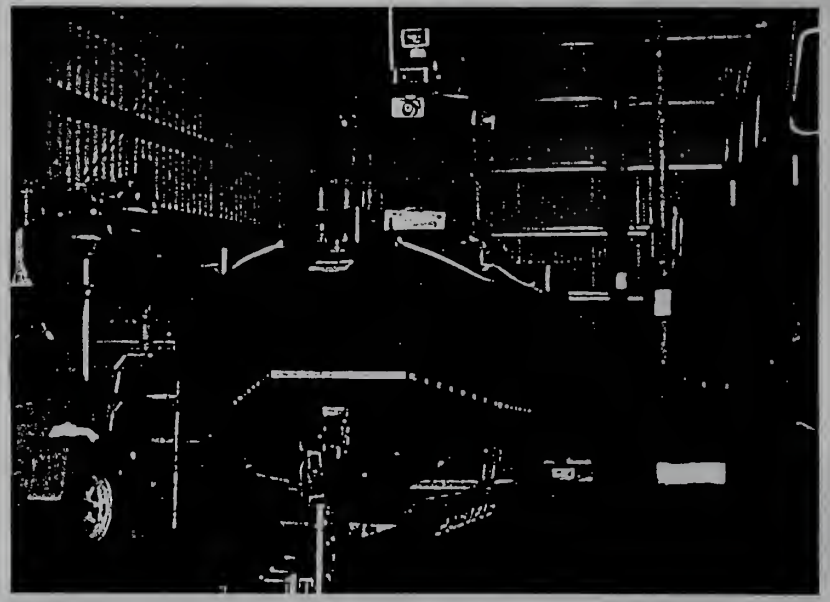
FIRE MARSHAL

- **(1) H-32 Captain**
- **(1) H-22 Lieutenant**
- **(2) H-4 Inspectors**
- **(1) Civilian Inspector**
- **DUTIES**
  - **Building Code Enforcement**
  - **Building Inspection**

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

"HURRICANE"

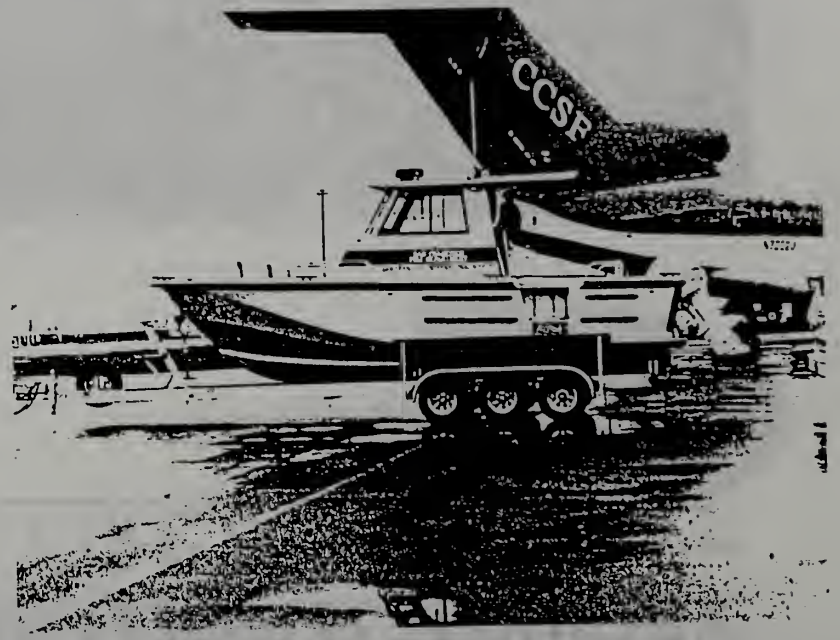
- 1999 18FT. RIGID HULL INFLATABLE
- STATIONED AT FIREHOUSE 2



SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

VIGILANT

- **'99 BOSTON WHALER - 27 ft**
- **STAFFING**
  - **BOAT OPERATOR**
  - **(2) WATER RESCUE SWIMMERS AND (1) LIEUTENANT**
- **STATIONED AT FIREHOUSE 2**



SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

NUTLEY

- 40 ft MUNSON
- HAS A MINI PUMP
- USES 1% FOAM
- STAFFING
  - 1 BOAT OPERATOR
- STATIONED AT FIEHOUSE 2

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

'98 YAMAHA SEADOO (2)

- (3) SEATER
- USED FOR WATER RESCUE
- STATIONED AT FIREHOUSE 2

SAN FRANCISCO INTERNATIONAL AIRPORT
THE FIRE DEPARTMENT

RESCUE 91

- **2001 F-350 FORD LOW PROFILE**
- **RESPONDS TO NORTH SIDE CALLS**
- **STAFFING**
  - **(1) PARAMEDIC**
  - **(1) BLS DRIVER**
- **STATIONED AT FIREHOUSE 1**

Willie L. Brown, Jr.
Mayor

Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

Thera Bradshaw
Executive Director

February 4, 2002

Re: A Note of Appreciation

San Francisco Fire Department
698 – 2nd Street
San Francisco CA 94102

Attention: Chief Mario Trevino

Dear Chief Trevino:

I would like to take this opportunity to extend recognition to the Fire/EMS staff assigned to Emergency Communications Department who participated Saturday in the City Clean Team Kick-off event.

Several members of your department volunteered time to clean, in particular, the Margaret Hayward Park playground adjacent to the 9-1-1 Center. I would like to commend Lt. Gary Falls and Lt. Perry Saxton, for their individual efforts and their efforts motivating their team members' participation. I appreciate firefighters William Powell and Edgar Covarrubias for donating their break time to remove weeds, pick up debris, and shovel wood chips. Our volunteers were highlighted in this Sunday's Examiner.

Activity like this helps the community we are privileged to work and fosters team spirit. Thank you on behalf of the City Clean Teams, the Emergency Communications Department, and the children of Margaret Hayward Park.

Sincerely,

Thera Bradshaw
Executive Director

c: Battalion Chief Doug Goodin
Lt. Gary Falls
Lt. Perry Saxton
Firefighter William Powell
Firefighter Edgar Covarrubias

7314 Cronin Circle
Dublin, California 94568
Penethol@AOL.com
December 13, 2001

Chief Raymond Balzarini
San Francisco International Airport Fire Department
San Francisco International Airport
San Francisco, CA. 94128-0112

Dear Chief Balzarini,

Enclosed please find photography of some of the apparatus in your department. This color photography turned out well. I greatly appreciate the assistance rendered to me by the department in getting these images. I would especially like to thank Firefighter Michael Duncan who drove me around to the two outlying stations.

Please feel free to use the enclosed photography in any way that might benefit you or your department. Although there is a copyright notice on the slides, this letter will serve as permission to have the photography reproduced as you see fit. The Kodachrome slides make excellent enlargements and can be scanned onto a webpage. They also can be used as screen savers on a computer for instructional or publicity purposes.

If it's possible to obtain a complete listing of the apparatus used by the airport department, I would greatly appreciate it. It also would be interesting to know how many firefighters are assigned to the airport. This is something that I believe your officers covered when you held an evening demonstration for the Phoenix Society, but I do not recall the numbers. I am on-line with AOL and the address is included above.

Once again, thanks very much for your assistance.

Best Wishes,

Shaun P. Ryan

University of California, San Francisco
AIDS Program at San Francisco General Hospital
Bay Area Perinatal AIDS Center (BAPAC)

February 8, 2002

Melissa Lerma, Chairman
Firefighters Toy Program
1139 Mission Street
San Francisco, California 94103

Dear Ms. Lerma,

This letter is once again to express gratitude and heartfelt thanks for the support BAPAC received this past Christmas season with the "Toys for Tots" San Francisco Firefighters Toy Program. In spite of all the unfortunate happenings in 2001, you all still managed to bring smiles and happiness to our families in this program.

During the holidays, it is a welcome relief to know that programs such as your organization are able to continue giving so that children don't have to wake up on Christmas morning to a tree (if one) without presents underneath. Our patients and families were elated with the generosity of the San Francisco Firefighters Toy Program this past year.

BAPAC provides medical and other services for pregnant HIV infected women and their children. Many of our patients are homeless or on fixed incomes, having limited resources for their families.

As a recipient of the San Francisco Firefighters Toy Program, it is endearing to see the appreciation on the faces of our patients and their families. Thank you so much for your continued support to this program.

With warm wishes for the New Year,
gratefully,

Gloria Hernandez-Fisher
Administrative Assistant, BAPAC

cc: San Francisco Fire Department Chief, Mario Trevino
The Honorable Mayor Willie L. Brown, Jr.

North of Market Neighborhood Emergency Response Team

Jan. 17, 2002

Chief of Department Trevino
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino,

The North of Market Neighborhood Emergency Response Team (NERT) would like to thank all those on duty at Station 3 (1067 Post St. at Polk St.) on Saturday November 17th, for meeting with us to discuss coordination between NERTs and the SFFD in the event of an emergency in our neighborhood.

Sincerely,

Theresa Montini
North of Market NERT Coordinating Committee
daytime phone: 476-1429
fax: 476-6552
e-mail: montini@itsa.ucsf.edu

cc: Lt. Patricia Yuen

Wind in the Willows Early Learning Center

2.11.02

Dear Friends at the
San Francisco Fire Department

Our school recently had a visit
from Engine #34 and Engine #15.
It was definitely a highlight of
our school year to have Lt. Fernando
Juarez and the other firefighters visit
us. The following day all the children
were playing Lt. Fernando. We
talked a lot about fire safety.
Lt. F Juarez did an excellent job.

Qualifying 501 (c) (3) Organization ID #94-2577930.
California Corp. # 090985-3

713 Monterey Boulevard, San Francisco, California 94127 • (415) 333-7166

In fact the parents at our school were informed
by these pre-schoolers about Fire Safety.
Great Job
Sincerely — Kat O'Connor

The Children of Wind in the Willows learned so much from your visit + presentation on fire safety. You made a lasting impression & your information that your children could understand.

Thank you
to children, families
+ teachers of
Wind in the Willows
pre School

A special Thank You to
Engine #75
Lt Ken Owen
FF. Jorge R Guzut
F.F. Jim "Spacey" Pam
FF Medrick Bullock
Engine #39
Lt Jose Velo
FF Tom Herrick
FF Dustin Vovo
FF Eric Leal

Lt. Fernando Juarez

SF
F50
#2
3/14/02

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-07

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 14, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

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Vice President Russell S. Roeca was excused for business reasons.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Management Services
Joanne Hayes-White	- Division of Training
Daniel A. Sullivan	- Support Services
Gary P. Massetani	- Fire Prevention

Chief Officers – Staff:

Richard C. Shortall	- Emergency Medical Services
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

George W. Maloney	- Division 2
Richard D. Bracco	- Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of February 28, 2002, and Special Hearing of February 25, 2002.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through G except D and E) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of Commissioner Norman, Items D and E were removed from the Consent Calendar.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during February 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during January 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, February 16 through March 1, 2002.

B. Appointments

Reporting the following PERMANENT appointment effective *FEBRUARY 6, 2002:*

5215 Fire Protection Engineer

Frederick Stumpp

Reporting the following PROBATIONARY appointment effective *FEBRUARY 25, 2002:*

1824 Principal Administrative Analyst

Jane L. Mason (vice: Annual Salary Ordinance Authorized Position)

Reporting the following TEMPORARY EXEMPT appointment effective *JANUARY 1, 2002*: (from NCS)

H120 Pilot of Fireboats

William H. Wells (vice: Harry Aardalen, separated)

Reporting the following TEMPORARY EXEMPT appointment effective *MARCH 2, 2002*:

7334 Stationary Engineer

David G. Cleasby (vice: Kim Jay, resigned)

C. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Varona, Wilfredo TSgt.	H2 FF	02-13-02 thru 02-12-03	365	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

D. Leave of Absence (Removed from Consent Calendar)

Submitting request for leave of absence with pay for Section Chief Jane Smith, EMS Division, for two days, March 13 through March 14, 2002, in order to attend the EMS Today Conference in Kansas City, Missouri. All expenses will be paid by Section Chief Smith. She will not be replaced.

E. Leaves of Absence (Removed from Consent Calendar)

Submitting requests for leaves of absence without pay for the following:

H3 Firefighter/Paramedic Michael Arsanis, for three months (sick leave), from March 10 through June 10, 2002.

H2 Firefighter Raycardo Aviles, for three months (sick leave), from December 22, 2001 through March 22, 2002.

H2 Firefighter Tomie Ann Kato, for one year (sick leave), from March 9, 2001 through February 18, 2002.

1426 Senior Clerk Typist Claudiaette O'Rear, for one month (sick leave), from January 4 through February 1, 2002.

1426 Senior Clerk Typist Claudiaette O'Rear, for three months (sick leave), from February 1 through May 1, 2002.

F. Separation

Reporting termination of H20 Lieutenant Curtis N. Young, effective close of business February 26, 2002.

G. Separation

Reporting separation of Probationary H2 Firefighter Jeffery D. Mitchell, effective close of business February 21, 2002. (Released from appointment. Started work 07-09-01.)

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through G except D and E on the Consent Calendar were approved or ordered filed as appropriate.

D. Leave of Absence (Item Removed)

Submitting request for leave of absence with pay for Section Chief Jane Smith, EMS Division, for two days, March 13 through March 14, 2002, in order to attend the EMS Today Conference in Kansas City, Missouri. All expenses will be paid by Section Chief Smith. She will not be replaced.

Commissioner Norman wished to know what the circumstances were when members submitting leaves of absences paid their own way. Chief Treviño responded that the Department pays for training that is mandated by an individual's job which is a budgeted item. If a member wishes to participate in training to enhance their knowledge of the field or specialty in which they are working, it is usually considered non-mandated training and the individual pays for the training but their position is not backfilled.

E. Leaves of Absence (Item Removed)

Submitting requests for leaves of absence without pay for the following:

H3 Firefighter/Paramedic Michael Arsanis, for three months (sick leave), from March 10 through June 10, 2002.

H2 Firefighter Raycardo Aviles, for three months (sick leave), from December 22, 2001 through March 22, 2002.

H2 Firefighter Tomie Ann Kato, for one year (sick leave), from March 9, 2001 through February 18, 2002.

1426 Senior Clerk Typist Claudiaette O'Rear, for one month (sick leave), from January 4 through February 1, 2002.

1426 Senior Clerk Typist Claudiaette O'Rear, for three months (sick leave), from February 1 through May 1, 2002.

Commissioner Norman wished to know why an individual who requested sick leave for one year, on March 9, 2001, was being approved at this meeting. Binnie Singh, SFFD Human Resources Director, responded that prior to the existence of a Human Resources Division (DHR), leaves were not followed up, that is, no one identified the type of leave, length of leave and where the individual actually was. Over the past year and one half, DHR had undertaken a cleanup process that even resulted in separations, referred to as automatic resignation. Currently, maximum available leave time is one year and the individual must make a decision on how to proceed after that period.

Commissioner del Portillo wished to know if individuals who are on leave would need to be replaced through overtime. Chief Treviño confirmed this. Joseph Asaro, Deputy Chief, Administration, noted that it was part of the relief factor used for estimating full staffing and, therefore, is included in the budget.

Commissioner del Portillo wished to know about the requirements for *sick leave*. Chief Asaro explained that when a member is granted sick leave, it must be related to an injury or illness.

Commissioner Conroy wondered if the Department was planning to initiate any type of incentive program to keep individuals from taking sick leave or abusing sick leave. Chief Asaro responded that an incentive program is in place that is a provision of the MOU. The program allows an individual, upon his retirement, to cash in an amount of unvested sick pay (SP). Chief Asaro believed it to be 2.5% for every year of service. The program goes into effect July 1, 2003 and the Department will be tracking it carefully. If the use of sick leave is reduced, the incentive program will remain but if the use of sick leave increases, it will be discontinued.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no further questions or discussion and Items D and E were unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 11 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for February 2002.

Mario Treviño, Chief of Department, declared that the Department has been given permission to proceed with provisional appointments. Staff has developed, and just finalized, a new electronic *personal qualifications form* that will be used to speed up the selection process. Chief Treviño pointed out that the factors to be used in the selection process, without weight assigned to them, include community and department involvement, departmental accommodations, experience, education skills and seniority.

Chief Treviño announced that the Department would be appearing before two committees of the Board of Supervisors on Tuesday, March 19, 2002. The first will be the Public Works and Public Safety Committee and the second will be Rules and Audit Committee. He noted that the Department would appreciate any support by the Commission before those Committees.

Commissioner Conroy wished to ask the Chief how long the program would continue that involves trucks responding to medical calls due to Firefighter/Paramedics that have been assigned there for training.

Chief Treviño explained that on January 5, 2002, the Department launched the Rapid Paramedic Response System pilot program. At that time, a small number of apparatus, including trucks, would have a paramedic on board to provide them full cross training on ladder truck and engine companies. The pilot program was to run for eight months and then be evaluated, with the Department making continuing adjustments to the process. The length of the program, that is, the duration of the training, will be approximately three years since there is a large quantity of individuals in the program but the program itself is small pilot program. Chief Treviño stated that this does not preclude the ability of the Department to modify the process, once the effectiveness of the RPRS has been established, and to expedite paramedic training, although the Department had agreed to work with Firefighters Local 798 in making any changes to the RPRS pilot program.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for three days, March 1 through March 3, 2002, in order to attend a Terrorism Committee meeting sponsored by the International Association of Fire Chiefs in Fairfax, Virginia. There is no cost to the City. Transportation and lodging will be paid by the International Association of Fire Chiefs.

Commissioner Norman moved and Commissioner del Portillo seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for three days, March 11 through March 13, 2002, in order to attend a Urban Search and Rescue (USAR)/Terrorism Advisory Committee Meeting at the National Technology Transfer Center (NTTC) in College Station, Texas. There is no cost to the City. Transportation and lodging will be paid by the National Technology Transfer Center.

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

E. Special Presentation – United Fire Service Women

Camp Blaze – Firecamp for Young Women

Alissa Van Nort, Firefighter, Steering Committee Member, United Fire Service Women, and Deputy Incident Commander of San Francisco Blaze 2002, introduced the rest of the Committee for San Francisco Blaze: Alison Greene, Chief's Operator and liaison to San Francisco Blaze and Karen Kerr, Firefighter, Assistant PIO.

Ms. Van Nort described Camp Blaze as a one-week leadership camp, in a Fire Service environment, for girls from age 16 to 19. It is a residential camp, comparable to a mini-Fire Academy, in which the young women learn about PPE and SCBAs, participate in CPR, rappelling, and aerial climb and, on the last day, fight a fire.

The San Francisco Blaze Committee presented the concept of holding the camp in San Francisco to Chief Treviño a few months ago. The Chief agreed to sponsor San Francisco Blaze 2002 at the training facility on Treasure Island. The Job Corps will provide housing, including food service..

The Commission viewed a short video on the activities of last year's Camp Blaze near Seattle, Washington, including newspaper clippings about Camp Blaze. Ms. Van Nort explained that the group sponsoring the Camp Blaze is entirely a volunteer organization, started by eight women firefighters from around the country. Currently, both Ms. Van Nort and Ms. Kerr are on the board of the organization. Ms. Nort explained that a major fundraising effort is underway since Camp Blaze is a nonprofit and the young women only pay a $25 application fee and provide their own transport to the camp. She thanked Assistant Deputy Chief Sullivan for his over all support in helping to hold the camp in San Francisco.

Chief Treviño wished to add that when the Camp Blaze concept was presented to him, he was not only in favor of it but wished to make it an annual activity in San Francisco. He finds it to be an excellent method of outreach to potential women firefighters and a brilliant recruitment tool. Chief Treviño commended everyone working on it, including Chief Sullivan who was instrumental in acquiring $20,000 in funding.

Commissioner del Portillo wished to know the cost of sending a young woman to camp. Ms. Van Nort responded that based on an analysis of last year's operational expenses, the cost would be approximately $500 per camper. Commissioner del Portillo volunteered to sponsor a young woman to attend the camp.

Commissioner Conroy wished to know if other fire departments had participated. Ms. Van Nort responded that last year was only the first year of Camp Blaze; the camp was sponsored by the Seattle Fire Department. The board has decided to continue with the concept since considerable interest to hold camps has been shown from Florida and Virginia but to hold only one camp per year until more expertise is gained.

In closing, Ms. Van Nort invited those present to come to camp. Camp Blaze will be held on Treasure Island from July 6 through July 13, 2002, with graduation at 11: a.m. on July 13th. Allison Green, San Francisco liaison for Camp Blaze, thanked Chief Treviño and Chief Sullivan, as well as others, for their support. She stated that she would contact members of the Department for specific items, such as EMS for support and Chief Goodin for radios.

President Nakajo thanked the United Fire Service Women for the presentation and assured them that with all this support, Camp Blaze will be a great success.

F. Communications Received by Commission

Eight communications were received by the Commission from February 22, 2002 through March 7, 2002.

G. Public Comment

Commissioner del Portillo wished to thank the Chief for providing this great opportunity and experience for young women through Camp Blaze. She stated that in integrating the Department and bringing in more young women, what is most valuable is not only the will to do it but recognizing the opportunity to do it. Commissioner del Portillo offered to participate on an advisory or fundraising committee.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:50 p.m.

Tania Bauer
Secretary

Children First Inc.

Excellence in Backup Child Care

February 19, 2002

Mario H. Trevino
Chief Of Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino,

Just a note to say thank you for arranging to have Bob Territo, Tom Bolinger and Huck visit us at ChildrenFirst. Unfortunately, many of our older children were ill that day so they missed the opportunity to have the one-on-one education we had planned. However, your firemen made quite an impression on the younger children. The children spoke about their visit for the rest of the day. We emailed the parents pictures of the children visiting with the firemen and on the truck. The parents were thrilled to see their children receiving the attention from the firemen.

I would like to say that Bob, Tom and Huck were patient, kind and very professional with the children. We feel so lucky to have been able to provide the children with this opportunity to learn about emergency situations and the important role of a firefighter.

Thank you so much for providing us with excellent role models for children. We appreciate your understanding and assistance. We are all proud of our firefighters.

Sincerely,

Nadine Agosta

Nadine Agosta
Educational Director
ChildrenFirst

555 California Street · San Francisco, CA 94104 · phone 415.392.7531 fax 415.392.7532

February 17, 2002

Chief Mario H. Trevino
San Francisco Fire Department Headquarters
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino,

Little did I know that when I wrote you on September 4 (just a few days before September 11) I would be writing you again today. It is to again compliment the Department on the beautiful service provided by your young firefighters/medics.

We have never had occasion to call 911 on our family's behalf until this past Friday morning. I dislodged my hip after I got out of the shower. After my husband called the emergency number it took the team no more than ten minutes to arrive at our home from the City College station. The pain was absolutely excruciating if I moved even a millimeter. But they were so marvelously professional and caring that the morning became an adventure all the way to Kaiser, San Francisco. Fortunately, the Kaiser ER staff were able to pop the hip bone back into the socket without surgery, even though I had to be put under.

My whole family joins me in my great big thank-you. As I said in my first letter to you, seeing them in action has truly made my week and makes me realize that for every one rotten item we see in the newspapers there are dozens of wonderful people like yours doing positive things in our world.

Again, God bless all of you.

Very sincerely

Jan Martin

(Mrs. James E. Martin)
140 Saint Elmo Way
San Francisco, CA 94127

Terese Lawler
350 Buckingham Way, Apt. 104
San Francisco, CA 94132

February 26, 2002

Mario H. Treviño
Chief, San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Treviño:

I just want to express my appreciation to the San Francisco Fire Department in general and to the men and women who work at Station #19 in particular.

On Friday, February 15th, my 83-year-old mother became quite ill during the night and I had to call 911. I was transferred to the fire station just up the block from our home. The person who answered the phone and the Paramedics and Firemen who came out to help were wonderful. They were very calm and understanding. They provided excellent care and were very kind to my mother.

My mother needed to be taken to the UCSF ER and the Paramedics allowed me to accompany them, which I really appreciated.

Today my mom was discharged from UCSF to a skilled nursing facility for rehab and I truly feel that the members of Station #19 deserve some of the credit for her recovery.

Thank you very much.

Sincerely,

Terese Lawler

Terese Lawler

Cc: Fire Station #19
390 Buckingham Way
San Francisco, CA 94132

Joyce Thornton
216 4th Avenue
San Francisco, California 94118

March 3, 2002

Chief of Department
698 2nd Street
San Francisco, California 94107

Dear Chief Trevino,

I am writing you to say "Thank You" for the outstanding presentation Lt.Bruce Navarret gave to a group of preschoolers about fire safety at our Marin Day Schools, Laurel Heights Campus. I was very impressed with both the content and his ability to discuss potentially scary issues in terms understandable to young children.

The children were VERY excited with the entrance the firefighters made in their fire engine!

Later on in the day, at circle time, we asked the children what they had learned from the presentation and were amazed at how much information they had retained. They certainly listened well.

Thanks, also, for the fire hats, coloring books, candy and crayons. We are very grateful to your representatives for sharing vital information to our children. We genuinely appreciate the time and attention given us.

Sincerely,

Joyce Thornton

Joyce Thornton
Preschool Teacher
M.A. Early Childhood Education

ancisco
e Community Cardiac
azon de la Communidad
Community Heart Council
n the Black Community

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arie Regal, MD

airman of the Board
Peters Kaiser

ate Past Chairman
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arron, MD
L. Blumlein, MD
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Santos, RN
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Cherry, MD
Grossman, MD
Rodahl, RN

cio Directors
J. Drew, RN, PhD, FAAN
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rs Emeriti
L. Fung, MD, MPH
Griffeath, MD
Mintz, MD
e Perloff, MD
W. Popper, MD
. Quock, MD
apaport, MD
Sokolow, MD
H. Thomas, MD
G. Wagner, Sr.
Weiss, PhD, DNSc

ive Director
Shiflett

American Heart Association.
Fighting Heart Disease and Stroke

Western States Affiliate
120 Montgomery St.,Suite. 1650
San Francisco, California 94104-4319
Tel 415 433 2273
Fax 415 228 8402
http://www.heartsource.org

February 18, 2002

Paramedic Kyle Merkins
Acting Rescue Captain
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107

Dear Kyle:

I wanted to take this opportunity to thank you for presenting the 9-1-1 and other emergency information to the students at Webster Elementary on February 8th. Your presentation was informative and entertaining, and I am sure it will have a lasting impression on the students. Spreading the word about 9-1-1 and what children can do to be proactive in an emergency is very important to the American Heart Association's mission of reducing death from cardiovascular disease and stroke. I really appreciate the time you took out of your busy schedule to be part of this educational assembly.

If you have any questions about the American Heart Association's activities in San Francisco, please do not hesitate to call me at (415) 228-8431. I hope to have the opportunity to work with you again in the future.

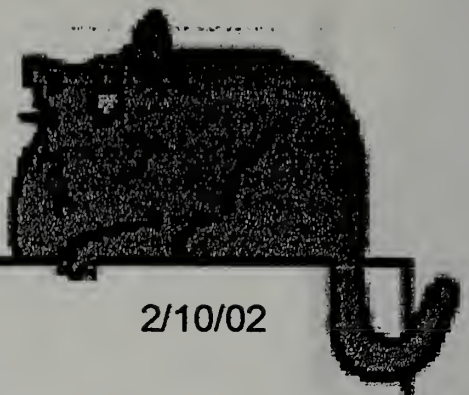
Sincerely,

Julia Clare

Julia Clare
Youth Market Director

CC: Chief Mario Treviño

Peggy Payne
399 E. 21st St.
Merced, Ca. 95340



Mr. Bob Ahern 2/10/02
Paramedic
Fire Station # 3
San Francisco International Airport
San Francisco, CA 94128

Dear Mr. Ahern,

I would like to thank you for your assistance to my husband, and myself, on January 30th.

My husband, Dennis, was on a flight from London to San Francisco. He had a kidney stone attack and was taken to Peninsula Hospital.

In total that trip has cost him 7 kidney stones! Not all were bad enough to go to the hospital. We did make one trip to the emergency room here on Friday, but the others he managed to pass without major pain medication. He's not too sure he wants to fly again! But he is finally well and it seems they have all passed . Hopefully this is the end of it!

Thank you so much for getting my husband out of pain and to the hospital. I also really appreciate you taking the time to locate me at the airport so that I could get to my husband as quickly as possible. Your kindness, care and medical attention were greatly appreciated.

God Bless you and the work you do for others.

Sincerely,

Mrs. Peggy Payne

February 21, 2002

To whom it may concern:

I recently graduated from the SFFD's NERT program. If you are not familiar with the program it is a fantastic program for the community on the part of the San Francisco Fire Department with the single goal in mind: train community members to take care of themselves and their families in a disaster. For every individual that graduates from this 6 week program, that is one less person the SFFD has to worry about in a disaster! I am sure you already know how ill prepared cities are for events like the Prieta earthquake and, god forbid, 9-11. The more we can take care of ourselves, our families and possibly even other community members (we do learn medical triage, searching a building for survivors, basic disaster safety, etc.) the less money the city has to spend on rescue and recovery.

I urge you to look into this program and ensure funding is appropriated for its continutation. It is a preventative program that is helping empower individuals to save their own lives leaving the fire department and other civil servants free to do the highly trained work they are skilled to do!

Thank you for your time,

Heather Guerrero
N.E.R.T. Graduate 2001

DEPARTMENT OF HEALTH & HUMAN SERVICES
Health Resources & Services Administration

PACIFIC WEST CLUSTER
San Francisco/Seattle

February 25, 2002

Chief Mario H. Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, California 94107-2015

Dear Chief Trevino:

This letter is to express my appreciation for the excellent three-day NERT training put on by your staff. I am a federal employee at 50 United Nations Plaza. I am the lead floor monitor for the third floor in case of a building disaster and the Emergency Communications Coordinator for our Department in this region. I am also an amateur radio operator. I have been a strong advocate for the concept of a NERT training program and am one of sixty who just completed the three-day course put on in our building.

We know that when a major earthquake occurs during working hours we may be isolated here for some time and have to be self sufficient until professional help arrives. With the NERT training we just completed, we are much better prepared to help ourselves, our fellow workers, and those in need in our neighborhood (Battalion 2).

The NERT program is of major importance as properly trained, organized and motivated volunteers can be a tremendous asset to the community and to our families. The Fire Department trainers that we had were excellent. Each made a valuable contribution to the class presentations and to the practical exercises. I was equally impressed with the victims. All are fully supportive of NERT and enjoyed teaching us the confidence necessary to use the basic intervention skills. I certainly enjoyed the course and I appreciate the opportunity to participate in the training.

Thank you for your continued support of NERT.

Sincerely;

Eric R. Swanson

Eric R. Swanson
Public Health Advisor

50 United Nations Plaza
San Francisco, CA 94102
(415) 437-8090

2201 Sixth Avenue, Mail Stop RX 23
Seattle, WA 98121
(206) 615-2490

February 25, 2002

Fire Commission
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107-2015

Dear Fire Commission:

I recently had the opportunity to attend the Neighborhood Emergency Response Team (NERT) training at one of our federal buildings located at 50 United Nations Plaza in San Francisco. I want you to know that this was the best training I've ever had the pleasure of attending. The skills I learned were extremely valuable. I feel much more at ease knowing the types of hazards that exists in my home and what I need to do in order to take care of my family, my neighbors (seniors whom I am very fond of) and my community.

Our firefighters are one of the many heroes of our community. These same heroes were the NERT trainers and they used their personal time to teach us to help us help ourselves. Their enthusiasm was what made this program such a success. You must be very proud of your team knowing that they extend themselves beyond their normal call of duty.

For the benefit of the people of San Francisco, please help us to prepare for emergency situations by continuing your support of the NERT Program.

Sincerely,

LINDA W. LOUIE
774 – 43rd Avenue
San Francisco, CA 94121

Date: 1/31/02
Sender: sdyip@juno.com
To: Fernando Juarez
Priority: Normal
Subject: Thanks to you from Commodore Sloat

Dear Lt. Juarez,

Wow, what a great presentation you gave to the teachers and staff at Commodore Sloat yesterday. Thank you so much for doing that, and on such short notice, too. All the information you had was so important and it's been a long time since it's been presented to the teachers and staff. Refreshers are so important. Another great thing was the reminder to check on the location of the fire extinguishers. Too many didn't know the answer to that question.

We appreciate all you time, effort and expertise and thanks for making the afternoon so thoroughly worthwhile for the teachers' in-staff meeting.

Warmly,
Susan Yip
Sloat parent

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http://dl.www.juno.com/get/web/.

February 11, 2002

Dear Garett and Dominic,

My husband, John, and I would like to thank you for your, and the rest of the Crews', help when John fainted at the Focus Theatre this past Saturday night. We felt we were in very competent, professional and caring hands. You made a scary situation much better for both of us. Keep up the great work!

Sincerely,

Joanne Kelly

509 Seville Way
San Mateo, CA 94402

02-09-02
Medic 1 - Dominic Ottoboni
Garreth Miller

SF
F50
#2
3/28/02

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-08

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – March 28, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

   Acting President Russell S. Roeca
   Commissioner Pat Norman
   Commissioner Paul A. Conroy

   President Stephen A. Nakajo was excused for business/vacation, and Commissioner Carlota del Portillo was excused for vacation.

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APR - 8 2002

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Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Division of Fire Prevention & Investigation

Chief Officers – Firefighting Services:

Joseph J. Mazeau	- Division 2 (Acting)
Arthur W. Kenney	- Division 3

2. **APPROVAL OF THE MINUTES**

   Regular Meeting of March 14, 2002.

   Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through I) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during February 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 2 through March 15, 2002.

B. Appointments

Reporting the following PROVISIONAL appointment effective *MARCH 16, 2002:*

7334 Stationary Engineer

Hyon K. Chang (vice: Oliver Apodaca, retired)

Reinstatement

Reporting the following REINSTATEMENT effective *SEPTEMBER 4, 2001*:

2532 Paramedic

Kirt E. Thomason (vice: Kirt Thomason's H3 position)

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Kazarian, Thomas E.	H2 Firefighter	Service	Feb. 15, 2002
Waters, Beatrice A.	1426 Senior Clerk Typist	Service	Jan. 01, 2002

(Retirement Certificates will be presented at Fire Commission meeting of April 25, 2002)

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard TSgt.	H3 FF/PM	03-11-02 thru 03-15-02	5	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

E. Suspension

Reporting suspension of Captain Romero Mabutas, Vacation Relief, for eight days, March 25, 26, 28, 29, 31, April 1, 3, 4, 2002, for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3922 – Acts Detrimental to Welfare of Department
Section 2805 – Leadership

F. Leave of Absence

Submitting request for leave of absence with pay for Investigator Gregory Owyang, Bureau of Fire Investigation, for two days, May 6 through May 7, 2002, in order to attend the "Gas and Electric Appliance Fire" Seminar presented by Fire Findings Laboratories in Benton Harbor, Michigan. Registration fee and meals are included in the 2001-2002 budget. Transportation and lodging will be paid by Investigator Owyang. He will be replaced with the Bureau of Fire Investigation vacation relief personnel.

G. Leave of Absence

Submitting request for leave of absence with pay for H2 Firefighter David Shapona, for three months (sick leave), from November 26, 2001 through February 26, 2002.

H. Leaves of Absence

Submitting requests for leaves of absence without pay for the following:

H3 Firefighter/Paramedic John Hoecker, for 14 days, January 18 through February 1, 2002. Leave requested for personal reasons.

H2 Firefighter Tomie Ann Kato, for 21 days (sick leave), from February 19 through March 11, 2002.

I. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 1	01-2-139	2/2/02	0	A	File
Off: T/Capt. Richard Allen	Drv: PX Roger Phillips				
Cause:	Misjudged clearance - While backing into fire station, Eng 1 scraped Trk 1 which was parked in front of the station				
Truck 16	01-2-140	2/2/02	614	A	File
Off: Capt. Raymond Guzman	Drv: FF Ramon Simon		Tlr: FF Lawrence Mcdonnell		
Cause:	Misjudged clearance - While responding and exiting station, Trk 16 scraped side of station door				
Engine 6	01-2-141	2/6/02	530	A	File
Off: T/Lt. Anita Paratley	Drv: FF Robert Kishi				
Cause:	While backing up at the scene of an incident in heavy traffic congestion, Eng 6 backed into a street sign; spotters were posted, but were redirecting vehicle traffic				

Truck 5 01-2-142 2/9/02 625 B Bill
Off: T/Lt. Ernest Johnson Drv: FF Philip Telesforo Tlr: FF Stephen Finnegan
Cause: While returning from an incident, Trk 5 was struck by a civilian vehicle which was attempting to park

Truck 15 01-2-143 2/9/02 664 A File
Off: Capt. Stephen Gritsch Drv: FF Craig Louie Tlr: FF/PM Ray Crawford
Cause: While making a right turn, Trk 15 grazed an illegally parked car

Medic 8 01-2-144 2/9/02 740 B File
Drv: FF/PM Gina Troiani
Cause: While parked at a medical incident, Medic 8's mirror was struck by a civilian vehicle

EMS RC 2 01-2-145 2/10/02 927 B File
Off: PM Capt. James Strain
Cause: RC2 was struck by a civilian vehicle which was backing up at the direction of a police officer

EMS 01-2-146 2/12/02 303 A File
Off: A/C Richard Shortall
Cause: Misjudged clearance - While backing up from a parking space, EMS vehicle struck a parked ambulance

Engine 42 01-2-147 2/13/02 513 A File
Off: T/Lt. Robert Blackburn Drv: FF Melinda Ohler
Cause: While backing up to position apparatus at an incident, Eng 42 lightly struck a parked civilian vehicle; spotters were posted, but driver did not hear

Engine 28 01-2-148 2/14/02 597 B File
Off: Lt. Mark Castagnola Drv: FF Vincent Wong
Cause: While parked at an incident, Eng 28 was struck by a civilian vehicle which was attempting to pass the apparatus

Truck 11 01-2-149 2/14/02 617 A File
Off: T/Lt. Alec Balmy Drv: FF Gerald White Tlr: FF Rick Gloistein
Cause: Returning from a medical call, Trk 11 scraped a parked civilian vehicle while making a right turn in a congested area

Engine 8 01-2-150 2/14/02 512 A File
Off: Lt. Clyde Christobal Drv: FF William Kneis
Cause: Responding with red lights and siren, Eng 8 struck a parked civilian vehicle while making a right turn

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner Norman moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through I on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted five letters commending members of the Department for response to requests for assistance, emergencies, or training.

Acting President Roeca directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that staff has been working with the Mayor's Office on the proposed budget.

In addition, Chief Treviño noted that the provisional process has been completed. The electronic version of the Professional Qualifications Form (PQF) has been developed and finalized, the concomitant General Order has been signed and distribution will follow shortly.

Acting President Roeca directed that the report be accepted and incorporated in the minutes of today's meeting.

C. FY 2002-03 Budget Process Update

(Note: This item will be continued to the Meeting of April 11, 2002)

D. Communications Received by Commission

Three communications were received by the Commission from March 8, 2002 through March 21, 2002.

E. Public Comment

Kevin Smith, President, San Francisco Black Firefighters Association (BFA), voiced his disapproval of Chief Treviño's recent policy regarding employee group Liaisons. He believes them to be a barrier to open and direct communications with the Chief. In addition, Mr. Smith believes that it is not clear what the required qualifications were for selection and assignment of the Liaisons to the various employee groups.

Commissioner Conroy referred to a communication received by the Commission regarding the cost of reproducing tapes of Commission meetings and the poor quality of the sound

system in the Commission meeting room. He asked for the Department to follow-up and to attempt to resolve the issues raised in the communication.

Tyrone Pruitt, past President, San Francisco Black Firefighters Association, stated that personal contact and open communication with the Chief has helped all presidents of employee groups when trying to resolve various issues. He added that the president of the Black Firefighters Association would be submitting a formal response on the Liaisons policy.

Chief Treviño wished to address the Commission to clarify some aspects of the Liaisons matter that was just voiced under Public Comment. He stated that the Liaisons concept had not in any way been intended to limit access, neither to the Chief's office nor to the Administration, but to enhance access and provide outreach to all employee groups. Chief Treviño's directions to the Liaisons had been to go out and meet with the employee groups that they would be working with in order to increase access to the Administration.

Chief Treviño explained that in considering the qualifications for Liaisons, he wanted them to be a manager within this Department and, thereby, an extension of himself. The fact that he selected individuals of the ethnicity or gender of the group that they were representing, was his attempt to be more sensitive to the issues of the group.

Chief Treviño noted that he had shared the Liaisons concept with the Commission who not only supported his concept but who also wished to be involved as Liaisons to employee groups. He believed this to be a laudable effort in the attempt to reach out to employee groups and bring back information to the Administration, thereby enhancing the ability to communicate.

In closing, Chief Treviño declared that since his arrival he has had an open door policy and still does. He wished to continue to meet with all the employee groups, having the Liaisons also present, so that it could be a continuous loop process.

Commissioner Roeca and Commissioner Conroy did not believe that the Liaisons process was intended as a buffer or for excluding anyone from contact with the Chief but was intended to augment communication. They believed that it was in this spirit of facilitating communication that the Liaisons concept had been planned and was being advanced.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:35 p.m.

Tania Bauer
Secretary

TITCHELL, MALTZMAN, MARK & OHLEYER
A PROFESSIONAL CORPORATION

650 CALIFORNIA STREET, 25TH FLOOR
SAN FRANCISCO, CALIFORNIA 94108-2610
(415) 392-5600
FAX (415) 981 5027

March 13, 2002

Mario Trevino, Chief
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Re: *Dean Crispen*

Dear Chief Trevino:

On March 1, 2002, I was playing handball when one of the players collapsed. Fortunately, Dean Crispen of the San Francisco Fire Department saw what happened and took immediate action, which may have been life-saving. Dean stated that he could not find a pulse, began to administer treatment immediately, and instructed me to call 911 and ask for the paramedics. Fire fighters and paramedics arrived, treated the victim and took him to St. Francis Hospital.

I do not know the medical causes of the victim's collapse but I did observe him to be unconscious and having some form of convulsions. I also noted that he fell so fast that he was unable to break his fall and hit his head on the floor. Dean's actions were taken calmly, deliberately, and with authority. I hope that he will be recognized for his efforts.

Very truly yours,

Michael L. Ohleyer

MLO/jc
cc: Tania Bauer,
Secretary, Fire Commission

March 6, 2002

S.F.F.D. – EMS
Attn. Medical Records
P.O. Box 29176
San Francisco, Ca. 94129

Re: Carolynne L. Alton
Trip # 201-00728
January 4, 2002

To Whom It May Concern:

Your Ambulance Service, responded to my accident on January 4, 2002, at the, Moscone Center, third street dock, San Francisco.

I am requesting any and all records you might have on file regarding that accident.

I would also like to thank the EMT personnel that took care of me, especially the one that administered the medication during the trip to the hospital. I was in considerable pain and he was extremely compassionate to me during the ride and I believe he sort of stuck around until I was taken care of.

You might relate to him that I was released from the hospital with a left ankle sprain and right heel contusion and a week later a bone scan showed the my left heel was in about 12 pieces and the right heel was in about three pieces.

Thank you again for all your help and compassion. Please send the records to:

Carolynne L. Alton
615A So. Hwy. 49 #132
Jackson, Ca. 95642
209-772-1313

Thank you,
Carol Alton

FF/PM Dominic Ottoboni
FF/PM John Stanfield

SAINT ANNE'S HOME
300 LAKE STREET
SAN FRANCISCO, CA 94118

TELEPHONE 415-531-0941 FAX 415-751-1423 CELL PHONE 415-559-6343

February 20, 2002

Dear Chief,

Just a short letter to commend the excellent exposition given by Lieut. Fernando Juarez to our staff here at St. Anne's Home. He was clear and precise along with being most friendly.

I think he was pleased with the efforts made by our staff in an event of any emergency.

Continued blessings,

Twigg

(Rev. George Twigg-Porter,S.J.
Chaplain SFFD

MRS. LOIS A. ROTH
2000 JACKSON STREET
SAN FRANCISCO, CALIFORNIA 94109

tel: (415) 563-3860 e-mail: ALRLAR@AOL.com fax: (415) 563-4458

March 13, 2002

Fire Commission
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

To Whom it may Concern:

My husband Arthur and I recently completed the NERT (Neighborhood Emergency Response Training) course sponsored by the SF Fire Department. We are so impressed by the personnel involved and the content of the program and the way it was taught. We now feel that we can be of help to the professionals during an emergency--part of the solution rather than part of the problem.

We hope that this training will be continued for more members of the public to become trained to assist during an emergency, especially in these uncertain times. It is important that it be kept in the budget for our future. We are counting on you to spread the word. Many thanks.

Very sincerely,

Lois A. Roth

March 12, 2002

Fire Chief Julio Leyvine,

RE: Tony Dumont - Firefighter Paramedic

This letter is to thank and commend Tony Dumont Firefighter Paramedic w/ Medic #14 unit and Firefighters from Station #31 - 12th Avenue + Geary.

On Thursday, March 7th after 1 p.m. they responded to my 911 call to come to my mother's home on 11th avenue and shortly afterwards transport her to the emergency hospital CPMC. My mother Gertrude Ersepke turned 96½ yesterday March 11th. She will be coming home in a few days.

I was very impressed with the quick response of the Dept. - Mr. Dumont's professional skills (especially in diagnosing mother's condition) — and also the compassion he demonstrated to me and my mother's caregiver. He had to leave the hospital for another call before I could personally thank him.

I do not know the names of the other firefighters and paramedics - but I wish to thank and commend them also.

Appreciatively
Marilyn Ersepke

Marilyn Ersepke
19 Barcelona Ave.
San Francisco, CA 94115-3814

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-09

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 11, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

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1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Vice President Russell S. Roeca was excused for business reasons.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Daniel A. Sullivan	- Division of Support Services
Gary P. Massetani	- Division of Fire Prevention & Investigation

Chief Officers – Staff:

Richard C. Shortall	- Emergency Medical Services
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

Aaron C. Stevenson	- Division 2
Robert G. Boudoures	- Division 3 (Acting)

2. **APPROVAL OF THE MINUTES**

Regular Meeting of March 28, 2002.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through H) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during March 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 16 through March 29, 2002.

B. Appointments

Reporting the following PROBATIONARY appointments effective *APRIL 1, 2002*:

H3 Firefighter/Paramedic

Peter A. Ubaldi (vice: Jeffrey Higgins, resigned)

Stephen A. Marcotte (vice: James Ferrante, resigned)

Steven Strong (vice: James Demattei, resigned)

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Kelly, Francis D.	H20 Lieutenant	Service	Mar. 31, 2002

(Retirement Certificate will be presented at Fire Commission meeting of April 25, 2002)

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent Sgt. E-5	H10 C/Aide	03-16-02	1	US Army Res. Moffett Field, CA	Attend Active Duty Training

E. Suspension

Reporting suspension of H2 Firefighter John Staudt, Truck 10, for two days, April 4/5, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

F. Leave of Absence

Submitting request for leave of absence with pay from H2 Firefighter Jimmy Yee, for 10 days (sick leave), from February 2 through February 11, 2002.

G. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

H6 Investigator Jennifer Deberry for 46 days (sick leave), from March 15 through April 29, 2002.

H2 Firefighter Mark Hardeman, for three months (sick leave), from February 3 through May 3, 2002.

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 13	01-2-151	2/16/02	524	A	File
Off: Lt. James Kircher	Drv: FF Martien Verhaeg				
Cause:	Returning from unit dispatch, compartment door of Eng 13 was not properly secured and opened, striking a civilian vehicle				
Medic 18	01-2-152	2/16/02	739	A	File
Drv: FF/PM Neil Hopper					
Cause:	Misjudged clearance - While leaving the scene of a medical dispatch and attempting to maneuver between police unit and fire department apparatus, Medic 18 slightly scraped Trk 19				
Truck 15	01-2-153	2/19/02	622	A	File
Off: Lt. Richard Jonasson	Drv: FF Melvin Pitre		Tlr: FF Stephen Moran		
Cause:	While backing into quarters, Trk 15 struck left side of apparatus door; no spotters were posted				
Medic 43	01-2-154	2/28/02	796	A	File
Drv: PX Bruce Samson					
Cause:	Misjudged clearance - While positioning at an incident, Medic 43 lightly struck Eng 11				
Engine 2	01-2-155	2/28/02	529	A	File
Off: T/Lt. John Sanchez	Drv: FF Arnie Lee				
Cause:	Misjudged clearance - While making a left turn, Eng 2 lightly scraped a parked civilian vehicle				
Engine 28	01-2-156	3/1/02	597	A	File
Off: T/Lt. Michael Rice	Drv: FF Robert Wong				
Cause:	Misjudged clearance - While backing up to parallel park, Eng 28 struck mailbox; spotters failed to warn driver				

Medic 32 01-2-157 3/1/02 714 A File
Drv: PX Tanya Hicks
Cause: While backing out of the emergency entrance at St. Luke's Hospital, Medic 32 struck an illegally parked vehicle

Engine 12 01-2-158 3/5/02 532 A File
Off: Lt. Zachary Pumphrey Drv: FF Dawn Dewitt
Cause: Misjudged clearance - While parking engine across the street from station, Eng 12 struck power pole with grab bar

Medic 7 01-2-159 3/7/02 734 A File
Drv: FF/PM Bruce Fine
Cause: While backing up to turn around, Medic 7 struck a pipe in the parking area

Ambulance 94 01-2-160 3/9/02 727 B Bill
Drv: Paramedic Kirt Thomason
Cause: While responding to a medical call with red lights and siren, Amb 94 was struck by a civilian vehicle which failed to heed right of way to emergency vehicle

Engine 42 01-2-161 3/11/02 513 B Bill
Off: T/Lt. Mark Johnson Drv: FF Terence Osullivan
Cause: While stopped at an incident, Eng 42 was struck on the rear bumper by a vehicle being towed out of the fire building

Truck 3 01-2-162 3/13/02 623 A File
Off: Lt. Bryan Rubenstein Drv: PX Eric Stiveson Tlr: FF Daniel Douglass
Cause: While returning from an alarm, Trk 3 struck the rear of a civilian vehicle which made a sudden stop in traffic

Engine 23 01-2-163 3/16/02 598 A File
Off: T/Capt. George Bruce Drv: FF David Nonomura
Cause: While backing up to provide room for Muni street car, Eng 23 struck a parked civilian vehicle; spotters failed to alert driver

Engine 26 01-2-164 3/16/02 599 A File
Off: T/Lt. David Johnson Drv: FF Randall Hendricks
Cause: Misjudged clearance - While responding through a narrow street with construction obstacles, Eng 26 scraped an illegally parked car

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through H on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted five letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for March 2002.

Mario Treviño, Chief of Department, informed the Commission that staff continues to work on the audit response to the Board of Supervisors and the Budget Analyst. In addition work also continues on development of the FY 2002-03 Budget.

Commissioner Conroy wondered if it would be possible to add a column to the bimonthly disability report to indicate what the status was the previous month or even one year ago. He believed that this could provide a better indication, at a glance, of whether the Department was doing better or worse. Chief Treviño agreed to provide the report in the requested format.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for eight days, April 12 through April 19, 2002, in order to attend the 2002 Metropolitan Fire Chiefs Conference sponsored by the Metropolitan Association of Fire Chiefs in Honolulu, Hawaii. Funds for this trip are included in the 2001-2002 budget.

Commissioner del Portillo moved and Commissioner Norman seconded.

Commissioner Conroy, expressing the concurrence of the Commission, congratulated Chief Treviño on his installation as President of the Metropolitan Chief's Association. He noted that the Chief's participation in the organization and the conference provides more information and resources to the Department so that it may benefit from a nationwide body of knowledge regarding the fire fighting service.

There were no further questions or discussion and the request for leave of absence with pay was approved.

D. Revocable Land Use Permit

Submitted for approval new revocable Land Use Permit to be issued to John Leira for Fire Commission land adjacent to his house at 50 Palo Alto Avenue.

Commissioner Norman moved and Commissioner Conroy seconded.

Daniel Sullivan, Assistant Deputy Chief, Support Services, explained what the Revocable Land Use Permit entailed. Several years ago, to the benefit of the Fire Department and the community, the Fire Commission granted a short-term lease to a neighbor to maintain a plot of land that the Fire Department owns. Due to age, this neighbor is relinquishing his right to maintain the plot as a garden. The neighbors concur, as well as the Real Estate Department, that the lease should be granted to John Leira, another neighbor, who wishes to take it over. All parties are in agreement that renewal of this lease constitutes an asset to the neighborhood and the Department. Should it prove necessary, the Department can terminate the lease within 30 days.

There were no further questions or discussion and the revocable Land Use Permit was approved.

E. Safety Sensitive Personnel Substance Abuse Policy

Fire Commission Resolution No. 02-1

Commissioner Conroy moved and Commissioner del Portillo seconded to table consideration of this Resolution at the discretion of the Chair. Commissioner Conroy explained that his purpose in tabling the resolution was to provide the Department and the Commission a broader base for developing a substance abuse policy that could be applied to the whole Department and not only to the fireboat and its associated personnel. It is his opinion, and that of the Commission, that it would be best if both policies could be considered together at some time in the future so that there is consistency throughout the Department.

Commissioner Conroy also wanted to thank the Chief and his staff, especially, Assistant Deputy Chief Khai Ali, for developing and working on this Substance Abuse Policy. He believed it to be a fine document that will be important in the process of developing a department-wide substance abuse policy.

F. FY 2002-03 Budget Process Update

Christine Ragan, Chief Financial Officer, informed the Commission that the Mayor's Office had submitted a draft of the budget to the Board of Supervisors. Ms. Ragan noted that it was an incomplete draft of the Department's budget since she was still working with Mayor's staff on hiring proposals and developing a staffing model in order to maintain minimum staffing levels for suppression.

Ms. Ragan related to the Commission that the Mayor's Office, in their opening discussions with the Budget Committee of the Board of Supervisors, informed the Committee that the Fire, Police and Sheriff's Departments were exempted from absorbing the 5.5% mandatory reductions in their baseline budgets, and would not be required to provide a list consisting of 10% in additional reductions. Furthermore, Ms. Ragan indicated that the Budget Committee will hold district meetings, possibly focusing on specific items at each meeting, such as Public Safety or Public Health. The first one is to be held at District 5 on April 18, 2002, at the Park Branch Library.

Ms. Ragan apprised the Commission that she had forwarded to the Mayor's Office a prioritized request for $3.3 million for capital equipment which had been reduced from the initial $7 million at the request of the Mayor's Office.

Commissioner del Portillo wished to know if accurate information was available regarding the condition of trucks and ambulances, so that the Commission would be able to advocate for more funding. Ms. Ragan responded that a thorough analysis had been performed which identified future needs and current problems. The analysis indicated that there were on-going problems with Engines and that the Department was lagging far behind in their replacement.

Commissioner Norman wished to know the status of ambulances since she believed that they had been deferred a number of times. Ms. Ragan responded that the Department is waiting for eight ambulances to arrive replacing the oldest in the fleet. She stated that three additional ambulances had been requested for the next year and anywhere from three to five for the following year. She believes that on both ambulances and Trucks the Department is where it should be but was lagging far behind on Engines.

Commissioner del Portillo wished to have a better definition of what constituted *old* and *older* in terms of the Department's apparatus. Ms. Ragan replied that according to NFPA standards, frontline Engines should be replaced in ten years and reserve Engines in fifteen years, and frontline Trucks should be replaced in fifteen years.

Assistant Deputy Chief Sullivan wished to clarify the replacement standards for the Department. He informed the Commission that Chief Treviño had requested that the Division of Support Services develop a 20-year comprehensive fleet management purchase plan. The plan will be finalized in several weeks. Regarding timely vehicle replacement, Chief Sullivan provided the following example: the Division of Fire Prevention has 31 vehicles assigned to it, of which 16 are 14-plus years old. The Department has expended $109,000 for those vehicles and, in one case, over $14,000 has been expended on a vehicle with a Blue Book value of $650.

Furthermore, there are currently 16 frontline Engines over 10 years old and nine reserve Engines over 12 years old, of which six are over 17 years old. There are 19 frontline Trucks of which six are over 10 years old and 6 reserve Trucks all over 12 years old. Chief Sullivan added that some relief is pending, since five Engines and two Trucks had been ordered in FY 2001-02.

Chief Sullivan continued that the Department, with the Chief's approval, wishes to replace frontline Engines in eight years, keeping them four years in reserve and then disposing them; Trucks would be replaced after ten years in frontline service and four years in reserve, and Rescue Squads after eight years of frontline service and four years in reserve. The recent analysis completed by Management Services, with input from Central Shops and the Bureau of Equipment, will allow the Department to determine how much repair is necessary for an Engine at eight, nine, ten and twelve years of frontline service, and will indicate the costs associated with the repairs. Chief Sullivan believes that this data should provide ample justification for purchase of equipment. He added that the Department has an aging fleet that needs to be replaced.

Furthermore, Chief Sullivan stated that at the Chief's direction, maintenance has been increased and a mobile mechanic from Central Shops has been added, who performs "A"

inspections for Engines in quarters. This has considerably decreased the shuttling of Engines around town.

Commissioner Norman, referring to certain horror stories regarding ambulances where the pavement could be seen through the floor, wished to be reassured that these ambulances would be replaced.

Chief Sullivan responded that, in fact, the ambulances are currently the best part of the fleet, since 13 ambulances have been purchased over the past two years. Richard Shortall, EMS Chief, added that eight new ambulances, at a cost of $133,000 each, are being put out for bid in FY 2001-02. Chief Sullivan pointed out that these ambulances will not be in place for another six or seven months, since that is the minimum amount of time it takes to built an ambulance for the Fire Department. He added that it takes a year to a year and one half to built an Engine or a Truck. The apparatus is specifically designed for the San Francisco Fire Department and takes into account the City's topography.

Commissioner Conroy voiced his concern over the status of the equipment. He explained that he had experienced the problem first hand when he was on a ride-along at Station 1. Rescue 1 was in Central Shops for repairs, and as the replacement unit pulled out of the station it experienced problems and, as a result, Engine 1 became Rescue 1. Commissioner Conroy believes this to be a serious problem and wonders if this particular budget item could be given a higher priority. He stated that the Department should be able to get more money out of the budget process in order for the firefighters to do their job and to keep the fleet going. Chief Sullivan responded that the Division of Support Services presents a comprehensive budget. He stated that if he did not believe that $7 million was needed, he would not have asked for $7 million.

Commissioner Norman asked Chief Sullivan if he should receive $7million, what would be his order of business. He explained that not only has fleet replacement suffered but the maintenance of the Department's facilities suffered even worse. The Department received, for capital improvements and repair, approximately $440,000, to maintain 64 properties. He stated that it is impossible to maintain the properties for $7500 each, which includes painting, roofs, drains, and appliance repairs. A five-year maintenance plan has been developed by Support Services and, with that in hand, the Department will request more funding from the Board of Supervisors.

Commissioner Conroy wished to know if the $3 million versus the $7 million had been a proposed cut by the Mayor's Office. Ms. Ragan responded that the Mayor's Office had just requested further reductions and asked the Department to prepare two prioritized lists, one totaling $2.4 million and the other $1.9 million. Commissioner Conroy stated that even if other department's budget requests are being cut, the Fire Department is a public safety department that must protect the people and property of San Francisco and must have the equipment and tools to do so.

In closing, President Nakajo thanked Ms. Ragan for the briefing and Chief Sullivan for the information presented which Commissioners could use to advocate for the Department. He acknowledged the work and contributions from numerous members of the Department during this difficult budget process.

G. Communications Received by the Commission

Six communications were received by the Commission from March 22, 2002 through April 4, 2002.

H. Public Comment

Juanita Hodge, newly appointed N.E.R.T Coordinator, introduced herself and wished to personally invite Commissioners to participate in the citywide disaster drill on Saturday, April 20, 2002. She pointed out that at the staging area, Marina Middle School, there will disaster trailers and disaster equipment but, most importantly, there will be all the NERT volunteers practicing skills that they had learned while in the NERT training program.

Commissioner Nakajo wished to invite everyone to an event (Kimochi Spirit Awards Gala) for the Kimochi Senior Center on May 15, 2002. Two public service officers from the San Francisco Fire Department will be recognized for their service: Captain Frank Morino and Firefighter Keith Onishi. Commissioner Nakajo also wished to extend an invitation to the Cherry Blossom Festival starting April 13th and 14th, also on April 20th and 21st, and culminating on April 21st in the Cherry Blossom Parade. Commissioner Nakajo offered to personally make teriyaki burgers for members attending the festival.

On a final note, Commissioner Nakajo described his recent trip to Japan. He had previously contacted the Tokyo Fire Department and was met by them at the airport. They provided a tour of a nearby fire station and deposited him at his hotel, in addition to giving him an attractive commemorative plaque from the Tokyo Fire Department. The Chief of the Tokyo Fire Department presented the plaque and emphasized the special bond that exists between the two departments. Commissioner Nakajo could fortunately reciprocate with small gifts (pens) which Pete Howes, SFFD Public Information Officer, had provided.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:10 p.m.

Tania Bauer
Secretary

E OLYMPIC CLUB
Since 1860

524 Post Street
San Francisco, California
94102 - 1229

March 26, 2002

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, Ca 94107

Dear Chief:

On March 1, 2002 here at The Olympic Club, one of our members, Mr. Dave Marcelli, fell down on the handball courts during a game. Mr. Marcelli was apparently unconscious and not breathing. A pulse was not evident. Mr. Dean Crispen, an Olympic Club member and a San Francisco Fireman witnessed the event, immediately took charge of the situation and administered the necessary CPR.

Mr. Crispen did this without regard for his own safety. He did not have any breathing masks or other safety equipment available to him. Without Dean's prompt action it is unlikely Mr. Marcelli would have survived this incident.

I trust you must be as proud to have him in the Fire Department as we are in having him as a member of our Club.

Sincerely,

Gary Crook
Athletic Director

City Club - 415.775.4400
Fax - 415.931.4383
Voice Mail - 415.775.3088

Lakeside - 415.587.4800
Fax - 415.239.2165
Voice Mail - 415.587.3009

Email - offices@olyclub.com
athletic@olyclub.com

THE CANNERY
2801 LEAVENWORTH
SAN FRANCISCO
CALIFORNIA 941

March 22, 2002

Chief Mario H. Treviño
Chief, San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Treviño,

On behalf of my family, staff, and all of our tenants, I would like to thank you and the entire San Francisco Fire Department for remarkable efforts to extinguish the extraordinary fire at the Haslett Warehouse last Saturday night and Sunday morning.

I have never witnessed a fire of such a tremendous magnitude. At one point, raging flames seemed to cascade over the top of THE CANNERY. Without a doubt, the methodical approach of your Department contained the fire to the Haslett and spared THE CANNERY from considerable destruction. I was impressed with the professionalism and determination of your men and women.

It is reassuring that the San Francisco Fire Department is still one of the best, if not the best, fire department in the country. We will always remember your efforts.

Sincerely,

THE CANNERY

Christopher Martin
Managing Partner

Cc: Mayor Willie Brown
Supervisor Aaron Peskin
Congresswoman Nancy Pelosi

The Mended Hearts, Inc.
Founded 1951 • Incorporated 1955

Chief Mario Trevino
SFFD EMT Division
Presidio
1216 Ralston Ave.
P.O. Box 21976
San Francisco, CA 94129

Dear Chief Mario Trevino 2/21/02

Enclosed is a letter to Capt. George Cerna thanking him for coming to the meeting of the San Francisco Chapter of the Mended Hearts on Saturday February 16, 2002 to talk to us about the Paramedics program in the SFFD. It was very informative and important to us since we are mostly people who have had Cardiac surgery, many of which have had emergencies requiring immediate attention. Capt. Cerna gave a very enthusiastic discussion and spent a lot of time answering questions. We benefited greatly from his visit.

Thank you for offering this service to the public.

Sincerely,

Mr. Laurie Hatch
Vice-President
Mended Hearts, Inc.
720 Gough St. #51
San Francisco, CA 94102

Dear Mr. Trevino ~

I had already written this card and was planning to drop it off at station 6 when I learned it was preferable to send the card to your attention.

I want to express my gratitude to the people at station 6 for helping to rescue my cat on Saturday night (Mar. 23rd). I realize this kind of activity doesn't hold the same priority as fighting fires but it meant a lot to my cat and me. He had somehow managed to get stuck on the roof of a vacant building and couldn't get down — and I couldn't reach him.

Many Thanks & Best Wishes,

Denise Greenberg

STATION 6

3-25-02

Dear San Francisco Firefighters ~

Thank you very much for helping to rescue my cat from the roof on Landers St. this past Saturday night. He had been missing for hours and I was relieved to find him but distraught not to be able to reach him. I still don't know how he got up there. He travels the back yards around here and must have climbed up from the back somehow and found himself unable to get down. His name is Coati (pronounced ~~Co~~ Co-AH-tee) and he is pictured on this card (so, you see, you rescued a famous cat!).

With Graditude & Best Wishes,

Denise Greenberg (& Coati)

120 Landers St.
San Francisco, CA
94114

March 16-

Dear Chief Mario Trevino-

Our City is fortunate to have a Fire Department to be commended with the admiration I feel as a second generation San Franciscan!

My station is Clarendon & on March 6th was the second time my family sought their help-

My daughter, Son-in-law, & my Son cannot thank you the Crew of the four Fire men (1 women) enough-

The advice (under extreme circumstances) was given with consoling, kindness & so very gentle-

Forever grateful to the outstanding Crew- Yours very truly

Nadine E

Nadine Edwards

SF
F50
#2
4/25/02

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-10

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – April 25, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

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Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Daniel A. Sullivan	- Division of Support Services
Richard C. Shortall	- Division of Emergency Medical Services

Chief Officers – Staff:

Johnny R. Lo	- Administration
Paul D. Jones	- Operations
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

George W. Maloney	- Division 2 (Acting)

2. **APPROVAL OF THE MINUTES**

Regular Meeting of April 11, 2002.

Commissioner dell Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through G) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during February 2002.

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during March 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, March 30 through April 12, 2002.

B. Appointments

Reporting the following PERMANENT appointments effective *APRIL 15, 2002:*

1450 Executive Secretary I

Christina Thomas

1426 Senior Clerk Typist

Linda Leung

1424 Clerk Typist

Talafaiga Manu

C. Military Leaves

Submitting for approval applications from two members for Military Leaves of Absence with pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard TSGT	H3 FF/PM	03-29-02 thru 03-31-02	3	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Simon, Ramon SSG	H2 FF	04-07-02 thru 04-17-02	11	US Army Res. Ft. Hunter Liggett, CA	Attend Active Duty Training

D. Suspension - Correction

Reporting the amended suspension of H2 Firefighter John Staudt, Truck 10, for two days, March 4/5, 2002, for violation of Section 3926 (Tardiness & Failure to Report) of the Rules and Regulations.
(Amended Item 3.E – Suspension, Minutes of 04-11-02, for two days, April 4/5, 2002.)

E. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

EMS Chief Richard Shortall, for three days, May 6 through May 8, 2002, in order to attend the Fire-Rescue-Medical Conference in Las Vegas, Nevada. All expenses will be paid by the International Association of Fire Chiefs. EMS Chief Shortall will not be replaced.

Acting Assistant Chief Paul Jones, Department Safety Officer, for three days, May 6 through May 8, 2002, in order to attend the Fire-Rescue-Medical Conference in Las Vegas, Nevada. All expenses are included in the 2001-2002 training budget. Acting Assistant Chief Jones will not be replaced.

Paramedic Captain David Andersen, EMS Division, for three days, May 6 through May 8, 2002, in order to attend the Fire-Rescue-Medical Conference in Las Vegas, Nevada. All expenses will be paid by Paramedic Captain Andersen. He will not be replaced.

Firefighter MeiBeck Chung, Community Affairs, Office of Management Services, for five days, April 22 through April 26, 2002, in order to serve as a panelist on the FEMA Firefighters Grant Peer Review Panel in Emmitsburg, Maryland. Transportation, lodging and meals will be paid by FEMA. Firefighter Chung will not be replaced.

F. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

Deborah Owen, M.D., Department Physician, for three months (sick leave), from January 22 through April 22, 2002.

H3 Firefighter/Paramedic Ramon Mahan, for 11 days (sick leave), from March 13 through March 23, 2002.

G. Unlitigated Claims

Submitting report from City Attorney's Office on unlitigated claims for August/September/October 2001:

August

Name of Claimant	*Claim Amount Filed/Paid*	*Accident No./Category/Unit*	*Date of Accident*
Matthew Graves	$2,360.76/ 2,968.78	00-1-076/ (B) /Eng 40	10-15-00
J. Oreo	0 / 1,647.32	00-1-117/ (A) /Eng 1	11-26-00
Amy Brooks	5,609.54/ 5,220.78	00-1-164/ (A) /Trk 7	02-10-01
Alejandro Rossini	2,985.66/ 2,459.54	00-1-176/ (A) /Trk 13	10-07-00
Maria Becerril	3,340.31/ 3,340.31	00-1-196/ (A) /Eng 3	03-30-01
Ken Ransby	0 / 1,795.57	00-1-200/ (C) /Eng 8	04-02-01
William Bassett	1,000.00/ 824.73	00-1-219/ (C) /Medic 7	05-07-01
Gordon Holterman	535.86/ 267.93	00-1-239/ (B) /Trk 13	06-08-01

September

Name of Claimant	*Claim Amount Filed/Paid*	*Accident No./Category/Unit*	*Date of Accident*
Oualid Redouane	$ 0 / 417.12	00-1-077/ (A) /Trk 2	10-15-00
Chase Wilson	0 / 452.40	00-1-193/ (A) /Trk 16	03-23-01

October

Name of Claimant	*Claim Amount Filed/Paid*	*Accident No./Category/Unit*	*Date of Accident*
Cimeron Ahluwalia	$ 517.32/ 517.32	01-2-006/ (A) /Eng RP	07-10-01
Rachelle Gonzales	1,296.23/ 1,296.23	01-2-018/ (C) /Eng 17	07-29-01
Denise Jackson	631.47/ 631.47	Property damage	08-04-01
Baldauf Catto von Eckartsberg	0 /20,000.00	Water damage	10-21-00

Commissioner del Portillo moved and Vice President Roeca seconded. There were no questions or discussion and Items A through G on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted eight letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that Human Resources staff has revised the EEO policy and will be presenting it to the Commission for approval. In addition, the Department's disability rate has been steadily decreasing over the past two years and Margaret O'Sullivan, Medical Leave Supervisor, will provide a briefing.

Ms. O'Sullivan referred to a graph titled *SFFD Disability Trends 4/28/00 – 2/28/02* and pointed out that the disability pay status of members has been steadily decreasing from a high of 120 in July 2000 to a low of 77 in November 28, 2001. Furthermore, the last three pay periods indicate that 71 members are on disability pay status which is a 41% decrease from June 28, 2000 (Graph is attached).

Ms. O'Sullivan attributed the decrease to better administrative oversight of the process and had implemented new policies. She explained that these consisted of (1) the change in the coding process (new code – SPI – Sick Pay Injury), (2) more aggressive approach to workers' case management, and (3) increased communications with all concerned parties – members, claims adjusters, and the City Attorney's Office. Ms. O'Sullivan added – approach on reporting procedures for disability pay status.

Ms. O'Sullivan noted that the San Francisco Fire Department now has the best light duty program in the City and was the only department that did not over expend its Workers Compensation Budget for FY 2001-02.

Discussion ensued with Commissioners asking questions and Ms. O'Sullivan and staff responding.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Special Presentation

Alisa Ann Ruch Burn Foundation

Daniel Sullivan, Assistant Deputy Chief, Support Services, thanked the Chief and the Commission for their support of the *Hook & Ladder Ball* and wished to provide some background information of the event and organization benefiting from this fund raiser.

Chief Sullivan related that over a year ago, the administration was approached by members of the Department and the Burn Foundation with the concept of forming a partnership to jointly host a Hook and Ladder Ball with the net profit benefiting the Foundation. It was also planned as an event to honor firefighters for their ongoing dedication and commitment to the community.

To this end, the Department will host on May 4, 2002, the *Hook & Ladder Ball*, a black tie event, scheduled to begin at 8:00 p.m. at City Hall. There will be dancing with musical performances by The Cheeseballs, Mestizo, special appearances by Stomp, the Asian Firefighters Lion Dance Troupe, and tastings generously provided by a wide range of donors. Ms. Cheryl Jennings of KGO TV will be Mistress of Ceremonies.

Since the September 11th tragedy, the event will now benefit the Alisa Ann Ruch Burn Foundation, New York Firefighters 911 Fund, and San Francisco Firefighters Local 798 Family Survivors Fund.

The Burn Foundation is a nonprofit organization dedicated to survival assistance and burn prevention. Their programs include Champ Camp, a special summer camp for children, Back to School Reentry Project, Bridge to Life Scholarship Fund, Family Camp, special event outings. Founded in 1971, the Foundation works in partnership with firefighters, educators and burn care professionals to develop innovative prevention education programs. There are over two million burn injuries each year in the United States with many being children.

Chief Sullivan introduced Firefighters Katherine Alba, Alison Yee, John Voelker, and Paul Barry, who have spent countless volunteer hours promoting this event, selling tickets, working on logistics and overall event planning. These firefighters reflect the best of the department and demonstrate the can-do attitude that the San Francisco Fire Department is so famous for.

Chief Sullivan introduced Dianne Raboin, Volunteer Coordinator for the Alisa Ann Ruch Burn Foundation, who explained that the Burn Foundation was started 30 years ago after an eight year old young girl died from burns in a backyard barbecue accident. She did not know how to stop, drop, and roll. Her family started the foundation along with firefighters from the area. It was first designed to teach burn prevention but has evolved into survivor assistance. Ms. Raboin showed a video, which demonstrated the various programs of the Burn Foundation highlighting the children enjoying Champ Camp.

President Nakajo thanked Ms. Raboin, Chief Sullivan and all the firefighters who have been ceaselessly working to make the upcoming event a success.

D. San Francisco Fire Department EEO Policy and Procedures

Binnie Singh, Director, SFFD Human Resources

Commissioner del Portillo moved and Commissioner Conroy seconded.

Binnie Singh, SFFD Director of Human Resources, presented the new policy and highlighted some specific differences: (1) All EEO matters would be decided by the DHR director and not the Chief of Department. If there should be resultant discipline, it would be referred to the Chief for action. (2) The filing period will be 180 days from the time the alleged victim knew of the issue. Under the old policy, the filing period was only 30 days. (3) The investigation will now be conducted by one EEO unit member along with one Battalion Chief, if needed. Prior investigations were conducted by two Battalion Chiefs. (4) The Review Committee has been eliminated. (5). Prior appeals went to the DHR Director but since now the Director will be making the final decision, the appeal will go to the Civil Service Commission.

Commissioner del Portillo thanked Ms. Singh for a well-produced policy. President Nakajo added that the succinct comparison of the two EEO policies on the information sheet provided for quick comprehension.

There were no further questions or discussion and the EEO Policy and Procedures were approved on recommendation of Chief of Department.

E. Report of Death

Reporting, with regret, the death of Firefighter David Shapona. Firefighter Shapona died at the California Pacific Medical Center on April 15, 2002.

President Nakajo directed that a letter be sent to Firefighter Shapona's family expressing the Commission's sympathy and that today's meeting be adjourned out of respect to his memory.

F. Communications Received by Commission

One communication was received by the Commission from April 4, 2002 through April 18, 2002.

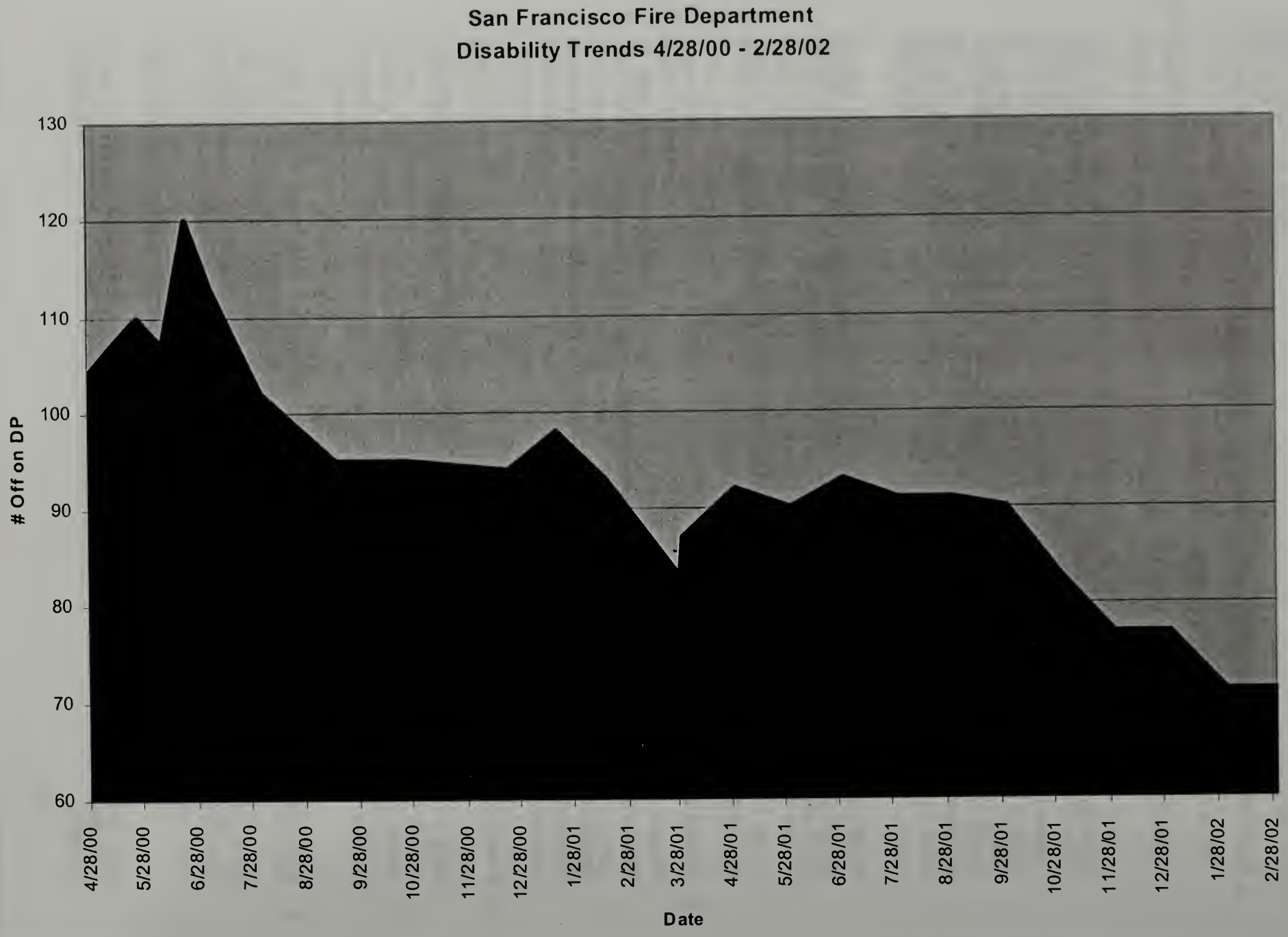
G. Public Comment

No comments were made by the public.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m. out of respect to the memory of Firefighter David Shapona.

Tania Bauer
Secretary


San Francisco Fire Department
Disability Trends 4/28/00 - 2/28/02
Off on DP
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1/28/02
2/28/02
Date

United States Department of the Interior

NATIONAL PARK SERVICE
Pacific West Regional Office
1111 Jackson Street, Suite 700
Oakland, California 94607

IN REPLY REFER TO:

A3415(PWR-RD)

APR 4 2002

Mario Treviño
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Mr. Treviño:

On Saturday, March 17, 2002 the Haslett Warehouse, located in the historic Fisherman's Wharf district of San Francisco, caught fire. The facility is owned by the National Park Service, however the primary fire suppression responsibilities belong to the San Francisco Fire Department. Over one hundred and forty fire department personnel worked throughout the night, and much of the following morning to control and extinguish the fire.

Part of that initial contingent of fire professionals were representatives of the San Francisco Fire Department Arson Task Force, Captain Elmer Carr and Investigator Dennis King (the lead investigator for the warehouse fire), and Bureau of Alcohol Tobacco and Firearms Special Agent Brian Parker. Together these three individuals conducted exhaustive interviews with witnesses, local merchants and construction personnel. These investigators performed an extensive physical examination of the facility and the debris left by the fire. Their tireless efforts, technical expertise and professionalism allowed for a timely and fact based origin and cause determination. Please accept my personal thanks.

Sincerely,

John J. Reynolds
Regional Director, Pacific West Region

cc: Captain Elmer Carr, San Francisco Fire Department, Bureau of Fire Investigation, 1415 Evans Avenue, San Francisco, CA 94104
Investigator Dennis King, San Francisco Fire Department, Bureau of Fire Investigation, 1415 Evans Avenue, San Francisco, CA 94104
Special Agent Brian Parker, Bureau of Alcohol, Tobacco and Firearms, 221 Main Street, Suite 1350, San Francisco, CA 94105

Children First Inc.

Excellence in Backup Child Care

April 2, 2002

Chief Of Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino,

Just a note to say thank you once again for allowing ChildrenFirst to visit Station # 2. When the children returned they spoke about the visit for the rest of the afternoon. It made quite an impression on them. Dan Malloy was a great tour guide. He answered the children's questions with patience and was very professional.

We feel so lucky to once again have been able to provide the children with this opportunity to learn about emergency situations and the important role of a firefighter. We would like to have the opportunity to visit again in the summertime.

Thank you for helping us provide an educational yet fun environment for our children.

Sincerely,

Nadine Agosta
Educational Director
ChildrenFirst

Cc: Dan Malloy

555 California Street · San Francisco, CA 94104 · phone 415.392.7531 fax 415.392.7532

BOSTON · SAN FRANCISCO · CHICAGO · LOS ANGELES · NEW YORK

March 29, 2002

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

We are writing to thank the San Francisco Fire Department and the firefighters at Station 20 for the wonderful job they did last month when our classes of kindergartners at Clarendon Alternative School made visits to the firehouse.

Captain Carl Champion, Firefighters Larry Dean and George Zhovreboff, Lieutenant Michael Charton, Firefighters Maurice Thouvenin, Robert Lopez, and Howard Williams, and Lieutenant Sonny Lee, Firefighters Patrick Crane, Mark Cherrington, and Norman Yup really made an impression on the children. The tours of the firehouse and fire engine, the talks on fire safety and their jobs as firefighters engaged the children in hands-on learning experiences the classes will not soon forget. To this day, many of the children still recall their field trips to Station 20 as one of their favorite field trips ever!

Every year, the kindergarten teachers make their trip down to Station 20 with their classes. We really appreciate the San Francisco Fire Department and all the many firefighters we've met at Station 20 over the years who have made the children and adults feel welcome and special. Not only do the classes love to meet the firefighters, they learn so much about the fire department and fire safety as well.

Thank you once again for all the work and effort done to open the door to our city's children. We commend the firefighters in San Francisco, and especially at Station 20, for the great job that they are doing!

Sincerely,

June Tonai-Figueras

Sumako Morimoto

Gale Nakasone

Teachers, Clarendon Alternative School
500 Clarendon Avenue
San Francisco, CA 94131

March 29, 2002

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

The Kindergarten teachers in the Japanese Bilingual Bicultural Program at Clarendon Alternative School would like to extend our heartfelt gratitude to Battalion Chief Al Lee for his excellent presentations on fire safety given to our classes in March.

The children loved Chief Lee's animated presentations and enjoyed participating in role-playing situations involving fire safety rules. We received many positive comments from parents as well, stating how much they felt their children had learned from Chief Lee's visits.

We would also like to thank Chief Lee and the San Francisco Fire Department for the wonderful "gifts" he gave the children. The fire hats, coloring books, "Stop, Drop, and Roll" lollipops, and stickers were a hit! The fire safety video that Chief Lee gave us was shown to the kindergartners previous to his visits and our visits to Station 20. All of these resources helped to teach and reinforce concepts of fire safety as well as introduce the children to the San Francisco Fire Department and the important job of being a firefighter in this diverse city.

Once again, we thank Chief Al Lee and the San Francisco Fire Department for their hard work out in the field as well as in the schools educating our city's children. As teachers, we are thankful and fortunate to have such dedicated firefighters to provide the many resources for educators and children in San Francisco.

Sincerely,

June Tonai-Figuras

Sumako Morimoto

Gale Nakasone

Teachers, Clarendon Alternative School
500 Clarendon Avenue
San Francisco, CA 94131

THE TRADE BANK
WELLS FARGO HSBC TRADE BANK N.A.

525 Market Street, 25th Floor
San Francisco, CA 94105

April 2, 2002

Chief Mario H. Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

Last Friday Lt. Fernando Juarez made a presentation on fire safety in high-rise office facilities and floor warden responsibilities at my quarterly meeting for the Wells Fargo Floor Wardens at 525 Market Street. I would like to thank Lt. Juarez for coming to our office, being so well prepared, and making an interesting, informative, and relevant presentation to the members of my team. I would also like to thank you for having this presentation available to the community, as it is a wonderful education tool. Those who attended the meeting found the information presented by Lt. Juarez to be of great value in their role as Floor Wardens.

Thank you again.

Sincerely,

Sharon Roop-Bethge

Sharon Roop-Bethge
Building Emergency Coordinator

OFFICE OF CHIEF
RECEIVED
APR 05 2002
SAN FRANCISCO FIRE DEPT.

450 Panorama Drive
San Francisco, CA 94131-1223
April 9, 2002

Chief Mario H Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107-2015

Dear Fire Chief Trevino,

Last evening I completed the San Francisco Fire Department Neighborhood Emergency Response Team Training. During these past six weeks I reviewed information I knew about disaster preparedness, basic fire fighting techniques, hazardous material both at home and in the work place and emergency supplies I ought to have on hand. The course however, took me beyond the knowledge and personal experiences of my life. The NERT training class prepared me to think and react past my personal household. The training that included hands on experience as how to properly survey a situation, understand utility control, respond to airway obstruction, bleeding, shock and triage has prepared me to become an active participant in community service. As the basic search and rescue techniques were taught it forced me to more fully understand the day to day commitment of our Fire Department and Community Services.

The Neighborhood Emergency Response Team Training has been of such great value to me and I am sure to others that I want to make sure it is offered as frequently as possible to San Francisco residents. We all hope and pray that we will never need to use the skills we learned, but the fact of the matter is that we live in a time and place that require these skills. Thank you for providing the opportunity for me to learn, prepare my family and home to survive a major disaster, and to work as part of an emergency response team. This training opportunity will have far reaching results.

Please continue to be supportive of the NERT program and make sure funding is available for this invaluable resource.

Sincerely,

Ed Ludeman

Ed Ludeman

Chief Trevino,

I would like to express my deepest gratitude to the members of the San Francisco Fire Department. My son, Cole, was admitted to the UCSF hospital On Feb. 18th with a cardiac condition. During our three week stay, numerous members of your fire department encouraged and comforted my-self and my family. Ladder truck 12 (Matt, Chris, Ali, Dawn, David) offered supportive words and encouragement for my son Cole. Chief Joanne Hayes-White shared her experience and continued to prepare us for each round of the ordeal. Fr. Green stopped by numerous times to check on Cole as well as offer prayers for our family. These are special people and those you can be extremely proud of. Although the stay did not end as we had prayed for, my family and Cole were truely blessed by the San Francisco Fire Department's hospitality and caring nature.

OUR ANGEL

COLE CHRISTOPHER SARGENTI

RESTS IN PEACE WITH CHRIST

WE THANK YOU, THE ANGELS AMONG US FOR YOUR GIFTS.

I am proud to be a member of the fire service family and very very impressed with your people and department. Please, pass this on to them.

DAVID, STACY AND FAMILY

David + Stacy Sargenti

David and Stacy Sargenti
21 Wilgart Way
Salinas, Ca. 93901

English Language Institute
ELI

Dear Chief Mario H. Trevino,

Thank you for your permission for me to visiting Fire Station #40.

I'm really happy to have the chance.

I had a good time at the Station.

--- I'm going to go back Japan at March 17. ---

Now, I deeply appreciate what you have done for me

Thank you,

近藤 美津子

Mitsuko Kondo

<ADDRESS>
Nakakosaka 3-15-6, Higashiosaka-shi,
Osaka, 577-0804, Japan
<E-mail>
abricot808@hotmail.com

April 5, 2002

Mario H. Trabucco
Chief, San Francisco
Fire Department

Re:
Injury Accident
on Haight St. Sidewalk
near Stanyan.
March 5/2002, 5-6 PM.

I want to thank very much the three paramedics of SFFD Paramedic Unit #12; Mr. Alan Freeburn, Mr. Christian Murphy and Mr. Robert Weaver that treated me so quickly, accurately and professionaly after my accident.

I had tripped and fell on a badly cracked sidewalk which resulted in my left elbow dislocation. All is getting better now and slowly on the mend.

With much appreciation again,

Yours Truly,

Carl E. Book
2204 Windsor Ct.
Santa Rosa, CA 95409-3024

SF
F50
•2
5/9/02

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-11

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 9, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

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Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Division of Fire Prevention & Investigation
Richard C. Shortall	- Division of Emergency Medical Services

Chief Officers – Staff:

Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John S. Peoples	- Division 2
Arthur W. Kenney	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of April 25, 2002.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through I) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during April 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 13 through April 26, 2002.

B. Appointments

Reporting the following PROBATIONARY appointments effective *APRIL 29, 2002*:

H3 Firefighter/Paramedic

Heather M. Buren (vice: self, from H2 to H3)

Sabine O. Balden (vice: self, from H2 to H3)

Jeanine R. Nicholson (vice: self, from H2 to H3)

Helen R. Horvath (vice: self, from H2 to H3)

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Oller, Robert G.	H20 Lieutenant	Service	Apr. 15, 2002

(Retirement Certificate will be presented at Fire Commission meeting of May 23, 2002)

D. Resignation

Submitting resignation of H2 Firefighter Margaret McFadden, effective close of business April 29, 2002. (Resigned in order to return to former PCS position as 7457 Sign Worker at Parking and Traffic. Started work 07-09-01.)

E. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Captain Andy Zanoff, EMS Division, for two days, June 3 and June 4, 2002, in order to attend the Ragan Communications *Advanced Writing and Editing* program in San Francisco, California. Estimated cost for this workshop is $695, and is included in the 2001-2002 budget. Captain Zanoff will not be replaced.

Lieutenant Nicol Juratovac, Administrative Officer, for one day, May 10, 2002, in order to attend the Public Information Legal Update Conference in Cupertino, California. The cost for this conference is included in the 2001-2002 budget.

Jane Mason, Financial & Operations Analyst, for three days, May 6 through May 8, 2002, in order to attend the IAFC Fire/Rescue EMS Conference in Las Vegas, Nevada. The cost for this conference is included in the 2001-2002 budget.

F. Leave of Absence

Submitting request for leave of absence with pay from H2 Firefighter Richard Matli, for three months (sick leave), from February 19 through May 15, 2002.

G. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

H3 Firefighter/Paramedic Jesse VanBuskirk, for two weeks (sick leave), from March 28 through April 11, 2002.

H2 Firefighter Troy Jolliff, for two-and-a-half months (sick leave), from April 3 through June 17, 2002.

H2 Firefighter Dean Lundie, for one-and-a-half months (sick leave), from April 14 through June 1, 2002.

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
BFP	01-2-165	1/24/02	286	B	File

Cause: Hit and run - While parked in the alley behind Headquarters, BFP vehicle was struck by another vehicle which fled the scene

Medic 8	01-2-166	3/10/02	740	B	Bill

Drv: FF/PM Elisabeth Jensen

Cause: While crossing the intersection with a green light, Medic 8 was struck by a vehicle that had been hit by another vehicle that ran a red light

Mobile Air 1	01-2-167	3/20/02	890	A	File

Drv: FF Frank Flores

Cause: While moving the unit, the driver struck DPH fixed water device on sidewalk in front of Station 9

Engine 13	01-2-168	3/21/02	524	B	Bill

Off: Capt. Robert Imbellino Drv: FF Natasha Parks

Cause: After making a complete stop at a red light and while proceeding through the intersection, Eng 13 was struck by a civilian vehicle which did not yield right of way to emergency vehicle

AWSS 01-2-169 3/21/02 930 B File
Drv: Gen. Laborer Brandon Yanez
Cause: Hit and run - While parked, AWSS vehicle was struck by a passing vehicle which fled the scene

Engine 36 01-2-170 3/23/02 514 C File
Off: Capt. Kevin Burke Drv: FF Robert Bieber
Cause: Misjudged clearance - While responding to an incident, Eng 36 struck the left front tire of a civilian vehicle

Engine 1 01-2-171 3/28/02 537 C File
Off: Capt. Eugene Baraona Drv: FF Shawn Zimmerman
Cause: Misjudged clearance - While making a right turn, Eng 1 lightly struck a parked civilian vehicle

Truck 19 01-2-172 3/31/02 612 C File
Off: Lt. Leslie Moy Drv: FF Carl Barnes Tlr: FF Joel Voboril
Cause: While backing up in front of fire station, Trk 19 jackknifed the tractor into the apparatus trailer; spotters were posted

Engine 42 01-2-173 3/31/02 513 A File
Off: T/Lt. Mark Johnson Drv: FF Terence Osullivan
Cause: Misjudged clearance - While responding to a building alarm and attempting to gain access through a gated entrance, Eng 42 struck a concrete stanchion

Medic 36 01-2-174 4/1/02 0 C File
Drv: FF/PM Oscar Cabrera
Cause: While transporting patient and turning into the emergency parking, Medic 36 lightly scraped a civilian vehicle

Rescue 2 01-2-175 4/2/02 891 A File
Off: T/Lt. William Lafferty Drv: FF James Draper
Cause: Misjudged clearance - While responding to an incident, Res 2 lightly scraped left rear bumper of a civilian vehicle which had pulled over to stop

Engine 16 01-2-176 4/5/02 0 A File
Off: Capt. Richard Mcgee Drv: FF Patrick Sullivan
Cause: Misjudged clearance - While pulling into parking space, Eng 16 lightly struck a parked civilian vehicle

Truck 13 01-2-177 4/6/02 605 A File
Off: T/Capt. Michael Castagnola Drv: FF Maurice Castain Tlr: PX Mami Suzuki
Cause: Misjudged clearance (tiller) - While making a left turn enroute to driving practice, tiller struck a parked civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

I. Unlitigated Claims

Submitting report from City Attorney's Office on unlitigated claims for November/December 2001:

November

Name of Claimant	Claim Amount Filed/Paid	Accident No./Category/Unit	Date of Accident
Andy Choy	$ 0 / 2,500.00	00-1-162/ (C) /AWSS	02-09-01
Mary Ann Siu	0 / 6,775.00	00-1-162/ (C) /AWSS	02-09-01
Speck Cab Co., Inc.	6,044.34/ 5,343.99	00-1-210/ (A) /Truck 13	04-22-01
Javier Valencia	2,814.31/ 2,398.04	00-1-223/ (A) /Trk – Relief	05-06-01
Allen Posey	683.68/ 683.68	00-1-234/ (A) /Engine 40	06-01-01
Priscilla Lao	0 / 6,357.58	00-1-251/ (C) /Medic 14	06-26-01
Sui Chih Hsu	1,724.05/ 800.00	00-1-256/ (A) /Truck 2	04-05-01
Ken Tam	8,158.21/ 7,794.19	01-2-017/ (C) /Truck 13	07-28-01
Chelsea Hope	1,097.44/ 1,097.44	01-2-022/ (C) /Engine 9	08-02-01
Javier Segura	808.57/ 786.17	Property damage	07-15-01
Barbara Taylor	1,959.00/ 1,959.00	Property damage	09-19-01

December

Name of Claimant	Claim Amount Filed/Paid	Accident No./Category/Unit	Date of Accident
Alma Hecht	1,801.66/ 1,801.66	01-2-013/ (A) /Rescue 1	07-20-01
Laura Moran	5,147.99/ 5,147.99	01-2-020/ (A) /Engine 39	07-31-01
Laura Moran	447.86/ 366.86	01-2-020/ (A) /Engine 39	07-31-01
Michael Moynihan	1,500.25/ 750.00	01-2-030/ (A) /Engine 1	08-13-01
Dan Dente	2,426.00/ 2,426.00	01-2-055/ (A) /Truck 3	09-24-01
Ted Mares	832.11/ 832.11	01-2-057/ (A) /Engine 22	09-25-01
Dominic Haigh	85.07/ 85.07	01-2-058/ (A) /Engine 24	09-27-01
Oscar Santos	4,590.68/ 2,500.00	01-2-060/ (A) /Truck 9	09-29-01
May Sok	6,325.05/ 6,325.05	01-2-073/ (B) /CV 48	10-18-01
Tanya Beasley	183.00/ 183.00	Property damage	06-30-01
Dena Bravata	1,014.44/ 982.25	Property damage	09-20-01

Commissioner del Portillo moved and Vice President Roeca seconded. There were no questions or discussion and Items A through I on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 15 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for April 2002.

Mario Treviño, Chief of Department, congratulated everyone involved in the highly successful Hook & Ladder Ball on May 5, 2002. The event raised a considerable amount of money for three charities, most notably for the Alisa Ann Ruch Burn Foundation but the final amount raised is not available yet.

Chief Treviño assured the Commission that the Department is moving forward with the provisional appointment process. Staff is in the process of evaluating submittals and verifying the certifications that were submitted. The process is moving forward at the anticipated rate.

In closing, Chief Treviño noted that the FY 2002-03 budget process was still ongoing and that he would keep the Commission apprised of the general progress and any significant changes.

Commissioner Norman wished to acknowledge the Hook & Ladder Ball as a truly *fun* event. She noted that Commissioner Conroy and Commissioner del Portillo were also present having a wonderful time. She stated how rewarding it felt to be able to enjoy one self at such an event while supporting a great cause at the same time. Commissioner Norman described how the fire apparatus outside, both historical and current, provided an attractive backdrop for the event.

Commissioner del Portillo added how enjoyable it had been to meet the men and women of the Department in such a remarkable setting while everyone was eating and joking and dancing. She thanked the Department for the opportunity to participate.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Suspension Appeal Hearing

In accord with Section 4001 of the Rules and Regulations, reporting that Captain Romero Mabutas, Vacation Relief, has appealed his eight work-day suspension for the period March 25, 26, 28, 29, 31, April 1, 3, 4, 2002. Captain Mabutas was suspended for violating the following Rules and Regulations, as posted on the agenda of 03-28-02.

Section 3915 – Proper Behavior
Section 3922 – Acts Detrimental to Welfare of Department
Section 2805 – Leadership

The above hearing is scheduled for June 4, 2002, at 8:30 a.m.

D. Special Presentation

San Francisco Fire Reserve – Assistant Deputy Chief Joanne/Commander Shaun Mooney

Joanne Hayes-White, Assistant Deputy Chief, Division of Training, introduced Shaun Mooney, Commander and leader of the Fire Reserve. Chief Hayes-White described the Fire Reserves as the unsung heroes of the Fire Department since the critical role they play is not well known yet their support is greatly appreciated by firefighters at third alarms and greater.

Shaun Mooney, Commander, San Francisco Fire Reserve, informed the Commission that he wished to cover the following topics in his presentation: history of the Fire Reserve, the recruitment process, the training academy, the continuing education process once graduated, and the responsibilities of the Fire Reserve.

Commander Mooney related that the Fire Reserve was created in 1941 as a result of World War II and was under the authority of the Department of Civil Defense. At that time there were upwards of 10,000 volunteers and 52 auxiliary firehouses distributed throughout the City. Each firehouse had either a mobile trailer with a 500-gallon/minute pump, a water tank and hose or a truck with a small complement of ladders. About 1960, manpower had leveled off to about 5,600 volunteers and the Fire Reserve was transferred to the San Francisco Fire Department, Division of Training. Manpower kept declining during the 60s and between 1965 and present day membership fluctuated between 70 - 80 members. Currently the Fire Reserve has 51 active members of whom 46 hold EMT certificates and 25 have Firefighter 1 certificates from the State of California. The Fire Reserve is ethnically diverse and 52% are women and minorities.

Recruitment is currently on an *as needed* basis. Criteria for an applicant is as follows: must be a San Francisco resident, have a valid California driver's license and be 19 years of age at appointment, with no prior experience required. The process consists of an application and an oral interview. At the end of the interview, the candidate is informed that a hundred percent attendance is required and told that each candidate would be responsible for obtaining and paying for his or her uniform. Once the candidates are selected for the academy, an orientation is held with manuals, turnout coats, helmets and gloves are distributed. At this time, candidates take the oath of allegiance and are considered sworn-in members of the Fire Reserve. The curriculum of the academy is an abbreviated version of the regular Fire Department academy. Commander Mooney described in detail the drills, agility training and practices of the recruits. At completion, each member is issued a training certificate, equivalent to 40 hours, and is eligible to respond as part of the Fire Reserve to third or grater alarms.

Commander Mooney explained that the primary responsibility of the Fire Reserve is to respond to third and greater alarms. Each member carries a pager whose numbers are incorporated at the Emergency Communications Center. Once a second alarm is called, members stand by and are ready to go when a third alarm is called. The Fire Reserve report directly to the fireground and the commanding officer at that time in the Fire Reserve reports directly to the incident commander to let him or her know that they are available for any support that is needed.

In closing, Commander Mooney noted that the Fire Reserve is involved numerous community programs, such as the Toy Program, the Great Sweep, mass casualty incident training drills, parade participation with the Fire Department, and, most recently, as volunteers at the Hook & Ladder Ball to do post-event break down.

Speaking on behalf of every member of the Fire Reserve, Commander Mooney stated that they are very proud of the program; they are very dedicated and committed not only to the Fire Department but also to the community; and they share one common goal: to be a firefighter for the City and County of San Francisco. In closing, he asked all members of the Fire Reserve to stand.

President Nakajo thanked Commander Mooney for an excellent presentation and for the fine work of the Fire Reserve. Discussion ensued with Commissioners asking questions and Commander Mooney responding. Commissioners commended the Fire Reserve and Commander Mooney for their work and their community involvement.

E. Fire Resolution Commission 02-2

Consideration for adoption of the Candidate Physical Ability Test (CPAT) for the San Francisco Fire Department

Commissioner Conroy provided a brief overview of the process that led to consideration for adopting the CPAT for the San Francisco Fire Department. He noted that the Commission had been provided with a significant amount of information concerning the CPAT: (1) written and video-taped materials from the International Association of Firefighters and the International Association of Fire Chiefs, (2) a presentation on November 8, 2001, by the Division of Training on CPAT, and (3) a March 2001 presentation by Local 798 on CPAT. Considerable public testimony was provided after both presentations. In addition, the Commission received a considerable amount of correspondence in favor of adoption of the CPAT and none opposed to it. The Department Physician, also, supplied medical information which, in effect, recommended adoption of the CPAT.

Commissioner Conroy thanked Chief Treviño and staff for providing him the opportunity to talk with people within the Department in order to obtain information so that he could make an informed decision on the suitability of the CPAT for this Department. Commissioner Conroy stated that having gone through the above process he believes that the CPAT is appropriate for the San Francisco Fire Department, and he wished to propose the following resolution to the Commission and asked for their vote:

> *Whereas, the tasks required of San Francisco firefighters and firefighter/ paramedics, which would be referred to hereafter as firefighters, involve strenuous physical activity requiring an appropriate level of physical ability to safely and effectively perform those tasks; and*
>
> *Whereas, an individual firefighter who does not have the required physical ability has a greater risk of not being able to effectively carry out his or her duties, imposes a greater risk of injury or death to himself or herself and to fellow firefighters; and*
>
> *Whereas, medical studies document cardiac arrest is the leading cause of fireground-related death among firefighters and demonstrate the importance of firefighter physical fitness; and*
>
> *Whereas, in 1999 a Candidate Physical Ability Test, called CPAT, was developed jointly by the International Association of Firefighters, the International Association of Fire Chiefs, ten major city fire departments and with assistance from the United States Department of Justice Employment Litigation Section, Civil Rights Division; and*
>
> *Whereas, the CPAT appears to more accurately measure whether the candidate has the physical abilities required of a San Francisco firefighter; and*

Whereas, adopting the CPAT will better advance the goals of the San Francisco Fire Department as set forth in its Mission Statement; and

Whereas, the CPAT can serve as an effective tool for the Department to develop and implement a mandatory fitness program for its incumbent members; and

Whereas, a critical component to assure the success of candidates to pass the CPAT is to have an extensive mentoring and pre-training program; and

Whereas, the following employee associations and labor organizations - the Asian Firefighters Association, the Black Firefighters Association, Local 798, Los Bomberos de San Francisco, and the United Fire Service Women - support the adoption and implementation of the CPAT for the San Francisco Fire Department; be it therefore

Resolved, the Fire Commission accepts the Chief of Department's recommendation and authorizes him to immediately take the steps necessary to implement the CPAT, with all of its components, as the physical ability test to be administered to candidates for admission to the Department; and be it

Further Resolved, the Fire Commission authorizes the Chief of Department to create, develop and implement an extensive mentoring and pre-training program as part of the adoption of the CPAT; and be it

Further Resolved, the Fire Commission further authorizes the Chief of Department in conjunction with the implementation of the CPAT to create, develop, and implement a mandatory wellness/fitness program within the Department.

Commissioner Conroy moved for adoption of Resolution 02-2 and Commissioner Norman seconded.

Prior to adoption, Commissioner del Portillo wished to thank Commissioner Conroy and to recognize the work and leadership he provided throughout this process. She believed this to be the first policy document that this Commission has considered since she has been a member. Commissioner del Portillo described the document as well drafted and well prepared, and thanked the Chief and the Department's attorney for the role they played in bringing it about. She noted that a meaningful consensus had been reached with different groups who are part of the Fire Department and have an interest in the selection of firefighters, their concerns were heard and, when appropriate, were incorporated. Commissioner del Portillo added that not only does this policy authorize the use of CPAT but it also calls for an extensive monitoring and pre-training program as well as a mandatory wellness/fitness program within the Department.

Commissioner Conroy wished to know from Chief Treviño if he was planning for a transportability study should this resolution be adopted. Chief Treviño responded that in actuality transportability has been commissioned with a company experienced in the process. He called on Chief Hayes-White to provide a brief description of the study.

Joanne Hayes-White, Assistant Deputy Chief, Training, confirmed that the study is being undertaken. She used the CPAT guide's definition and quoted that *a transportability study insures that the test will adequately measure the skills and abilities required by each department that is considering using the Candidate Physical Ability Test (CPAT).*

President Nakajo called for the question. Resolution 02-2 was approved by a vote of 5-0 on the recommendation of the Chief of the Department.

In closing, President Nakajo wished to acknowledge all the Commissioners for their contribution to this process and thanked Commissioner Conroy for guiding the process to a successful conclusion. President Nakajo also thanked Chief Treviño, Department staff and Deputy City Attorney Eddie Angeles for contribution. Commissioner Conroy added that he wished to also thank Deputy City Attorney Eddie Angeles for crafting a fine resolution from his rough draft.

(Please Note: Fire Commission Resolution 02-2 is attached).

F. Public Comment

John Hanley, President, San Francisco Firefighters Local 798, commended the Commission on their selection and adoption of the CPAT. Mr. Hanley stated that even though the individuals who make up the Fire Department and the Fire Commission lead different lives and have different interests, everyone came together and did something for the firefighters. He believed that the adoption of the CPAT would save lives now and in the future, prevent injuries and benefit the citizens of San Francisco. Mr. Hanley thanked the Commission and noted that he and all firefighters truly appreciate this moment.

Joseph Higgins, Lieutenant, San Francisco Fire Department, wished to share his observations of the work of the Fire Reserves. Lieutenant Higgins provides training to the Fire Reserves one Thursday night a month. He noted their keen interest in the Fire Department demonstrated by their attendance on their own time to learn new skills and perform on the fireground, when needed. Lieutenant Higgins recalled the welcome relief the Fire Reserves provided during third, fourth and fifth alarms when they assisted with restoring apparatus back into condition after a fire.

In addition, Lieutenant Higgins observed as a training officer that the Fire Reserves are dedicated and well trained, many holding a Class B license, whereby they could easily assist at a greater alarm if called upon by the incident commander. He noted that under the command of Shaun Mooney station drills have been initiated and numerous drill sessions take place on a regular basis, from first aid training to knot tying to laying lines and even working with high pressure lines from a Gleeson valve.

Frank Kelly, Secretary, San Francisco Firefighters Local 798, and recently retired, thanked the Commission for the adoption of the CPAT and believes that with this process completed the Department is now moving forward. Mr. Kelly also wished to thank the Fire Reserves, who through their assistance in picking up hose at third, fourth and fifth alarm fires have prevented back strain many a time, so that he can now he can truly enjoy his retirement.

Commissioner Norman wished to thank everyone who had worked on the CPAT. She acknowledged John Hanley for his steadfastness in getting the CPAT before the Commission for an in depth examination in considering it as a vehicle for saving lives and preventing injuries to firefighters. Commissioner Norman was impressed that all the employee groups supported adoption of the CPAT and it indicated to her that all the firefighters in the Department wish to support each other and stay safe and healthy.

Commissioner Conroy wished to thank his fellow Commissioners for their support in the adoption of the resolution. He believed that the Commission has demonstrated that it is open to new and improved ways of doing things. He wished to encourage the Department

and its members to participate to the extent that they possibly can in the pre-test mentoring and training program because if the CPAT is to be effective it can not have a disparate impact on certain groups. In closing, Commissioner Conroy noted that those who wish the CPAT to succeed have the responsibility of maintaining it and assisting others to pass it.

Commissioner del Portillo wished to thank Los Bomberos for inviting her to a Cinco de Mayo barbecue and softball game. She related that it was satisfying to see a real community event with wives, children and parents all interacting with each other.

Commissioner Roeca wished to thank the Fire Reserves for their commendable volunteer support. He added that volunteers are the mainstays of many events, such as the recent NERT drill he observed at Marina Middle School. Another volunteer event Commissioner Roeca observed was the *Introduction of the Emergency Map*, coordinated by Marshal Isaacs, M.D., and recently held at Headquarters. The map was the culmination of a group of people in the community who were concerned about the Fire Department and the people they serve and believed that a map of fire stations and emergency facilities would be of great assistance to everyone.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 02-2

WHEREAS, the tasks required of San Francisco firefighters and firefighter/paramedics ("firefighter") involve strenuous physical activity requiring an appropriate level of physical ability to safely and effectively perform those tasks; and

WHEREAS, an individual firefighter who does not have the required physical ability has a greater risk of not being able to effectively carry out his or her duties, and poses a greater risk of injury or death to himself/herself and to fellow firefighters; and

WHEREAS, medical studies document cardiac arrest as the leading cause of fireground-related death among firefighters and demonstrate the importance of firefighter physical fitness; and

WHEREAS, in 1999 a Candidate Physical Ability Test ("CPAT") was developed jointly by the International Association of Firefighters, the International Association of Fire Chiefs, ten major city fire departments, and with assistance from the United States Department of Justice, Employment Litigation Section, Civil Rights Division; and

WHEREAS, the CPAT appears to more accurately measure whether the candidate has the physical abilities required of a San Francisco firefighter; and

WHEREAS, adopting the CPAT will better advance the goals of the San Francisco Fire Department as set forth in its Mission Statement; and

WHEREAS, the CPAT can serve as an effective tool for the department to develop and implement a mandatory fitness program for its incumbent members; and

WHEREAS, a critical component to assure the success of candidates to pass CPAT is to have an extensive mentoring and pre-training program; and

WHEREAS, the following employee associations and labor organization: the Asian Firefighters Association, the San Francisco Black Firefighters Association, Los Bomberos de San Francisco, the United Fire Service Women and the San Francisco Firefighters Local 798 support the adoption and implementation of the CPAT for the San Francisco Fire Department; be it therefore,

RESOLVED, the Fire Commission accepts the Chief of Department's recommendation and authorizes him to immediately take the steps necessary to implement the CPAT, with all of its components, as the physical ability test to be administered to candidates for admission to the Department; and be it

FURTHER RESOLVED, the Fire Commission authorizes the Chief of Department to create, develop and implement an extensive mentoring and pre-training program as part of the adoption of the CPAT; and be it

FURTHER RESOLVED, the Fire Commission further authorizes the Chief of Department, in conjunction with the implementation of the CPAT, to develop and implement a mandatory wellness/fitness program within the Department.

Adopted at the Regular Meeting of the San Francisco Fire Commission on May 9, 2002

Ayes: Nakajo, Roeca, Norman, del Portillo, Conroy

_____

Tania Bauer, Commission Secretary

OFFICE OF THE
CITY ADMINISTRATOR

WILLIE L. BROWN, JR.
MAYOR

WILLIAM L. LEE
CITY ADMINISTRATOR

April 30, 2002

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

I write to express my appreciation for the services of the firefighters who came to City Hall on Thursday, April 25, 2001 to address the girls attending our program for "Take Our Daughters To Work" Day. Lt. Mike Drake along with Firefighters Michelle McCoy, Ray Chavez and Paul Lee were gracious in their presentations to the girls as they answered questions and gave them first-hand views of a fire engine and its parts. Their explanations of emergency treatment were first-rate.

Thank you for giving them the time to contribute to our program. It was a great success.

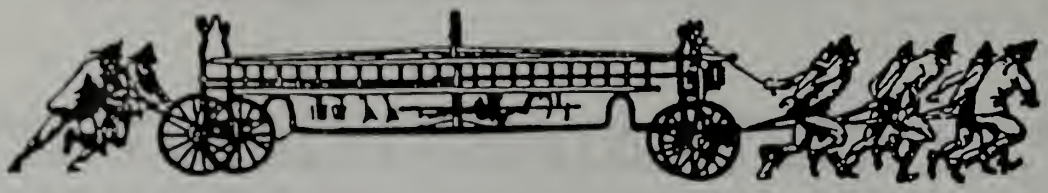
Very truly yours,

William L. Lee
City Administrator

Cc: Asst. Deputy Chief Kai Ali
Lt. Mike Drake
Firefighter Michelle McCoy
Firefighter Ray Chavez
Firefighter Paul Lee

1 DR. CARLTON B. GOODLETT PLACE, ROOM 352, SAN FRANCISCO, CA 94102
TELEPHONE (415) 554-4852; FAX (415) 554-4849

ST. FRANCIS HOOK & LADDER SOCIETY



Sponsor of the San Francisco Fire Department Museum

April 25, 2002

Chief Mario Treviño
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco CA 94107

Dear Chief Treviño:

We would like to acknowledge certain members of the Department who responded to an emergency incident following the conclusion of the Society's annual ceremony of repainting the "Little Giant Hydrant" on April 18th. As he and his wife were returning to their home near that intersection a few minutes after 7 A.M., our Museum Curator, Bob Kreuzberger, took a fall in front of his home and hit his head on the pavement.

Off-duty firefighters T/Lt. Tom Kuhn and FF Bill Hanavan of Station 8, who were driving for us that morning, were still at 20th and Church Sts. with other Society members; they gave immediate assistance to Bob, as did Mr. Lucien Canton of the Mayor's OES. Within minutes of the 911 call, Medic 36 (Keith Phillips and Leon White) and Truck 11 (Mark Kane, Gerald Henderson, John Bettencourt, Victor Lubet and Daniel Verhage) arrived, as did Paramedic Captain John Cavanaugh, who, Mrs. Kreuzberger noted, was especially adept at reducing the stress level at the scene. Bob was transported to Cal Pac Medical Center; we are happy to report that the fall was not a serious one and he was released after requiring several stitches over his eye.

On behalf of Mr. and Mrs. Kreuzberger, we would like to express our deep appreciation to all these Department members, both on and off duty, and to Mr. Canton, for their quick response and kindness shown that morning.

Kindest regards,

Susan Stacks

Susan Stacks, Secretary

cc: Mr. Lucien Canton; Batt. Chief Bob Serrano; Marcus Gracia, Jr.

COTATI-ROHNERT PARK
UNIFIED SCHOOL DISTRICT

CREEKSIDE
MIDDLE SCHOOL

Mr. Mario Trevño,
698 2nd St.
San Francisco, Calif.

April 24, 2002

John Scherer
5154 Snyder Ln.
Rohnert Park
Ca. 94928

Dear Mr. Trevño,

It was my pleasure to have Fred Walsh come to our school and share his experiences from "Ground Zero", in New York. He met with several 6th grade classes in our presentation hall & the students were intent on listening to his story.

After the 6th grade presentation Fred came to Mr. Slaters class and spoke to a block of 7th grade students for over 40 minutes. The importance of having a fireman come to school is a big thing for the students and to have one telling about the terrible tragedy that happened in New York was very special for the students. The students were also interested in just what life is like as a fireman. They asked a number of questions and Fred was very gracious and related experiences from his work in San Francisco. I would personally like to thank Fred for this wonderful time he spent with teachers and students here at Creekside Middle School.

Sincerely,

Ron Slater
John Scherer
Teachers at Creekside MS

OFFICE OF THE PRESIDENT

April 22, 2002

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief:

I write on behalf of the Bohemian Club, and all of its members and staff, to commend and thank you and your expert paramedical personnel for your special help in regard to two emergency incidents at our Clubhouse at 624 Taylor Street, San Francisco on Tuesday, March 12, and Friday, April 2, 2002.

On both occasions your paramedics gave prompt, efficient assistance here at the Club and then transported the individuals in need to the appropriate hospital for observation and further care. Both individuals recovered fully, no-doubt assisted in this regard by the professional, appropriate care they received from your personnel.

You are to be congratulated on excellent work by the members of the fire department. Please thank them for their assistance on those days they helped our members, as we are all grateful.

Most cordially,

John H. Bickel

JHB:lt

624 TAYLOR STREET, SAN FRANCISCO, CALIFORNIA 94102 • (415) 885-2440

ANIMAL CARE AND CONTROL DEPARTMENT

CARL FRIEDMAN
DIRECTOR

1200 15th STREET
SAN FRANCISCO
CALIFORNIA 94103
(415) 554-6364
FAX (415) 554-9424
TDD (415) 554-9704

April 18, 2002

Mr. Mario Trevino, Chief
Fire Department
698 2nd Street
San Francisco, Ca 94107

Dear Chief Trevino:

On Thursday, April 4, 2002, Deputy Animal Control Officer Eleanor Sadler responded to 12 Downey Street to rescue a dog named "Bodhi." Four of your officers responded as well, and assisted in rescuing this dog for which this department was highly commended.

Officer Sadler informed me that the rescue job was handled well because of the invaluable assistance extended by Truck 12 Firefighters. I would like to give credit, therefore, to the following persons for the efficient manner in which they performed their duties on April 4, 2002.

Lieutenant Dave Ritter
Firefighter John Hicks
Firefighter Steve Martin
Firefighter Russ Lease

On behalf of all the staff and volunteers of the Department of Animal Care and Control, as well as the animals we serve, thank you for your cooperation.

We look forward to working cooperatively with your department for many years to come.

Sincerely,

Carl Friedman
Director

Cc: Dave Ritter, John Hicks, Steve Martin, Russ Lease
Officer Eleanor Sadler

CF:cfs/FDtylttr

Printed on recycled paper

City and County of San Francisco

OFFICE OF THE SHERIFF

Michael Hennessey
SHERIFF

(415) 554-7225

Mario H. Treviño
Chief of Department
San Francisco Fire Department
698 2nd St. Room 224
SF 94107

April 17, 2002
Re: 02-57

Dear Chief Treviño,

I would like to take this opportunity to thank you and the San Francisco Fire Department for your assistance in training our deputies on the dangers and proper techniques for responding to fires in a jail setting.

Captain Russ Albano and Lieutenant Edward Moy were instrumental in developing a short training curriculum and making available the resources of your training facilities on Treasure Island to members of our Department. Their assistance was invaluable, and their professionalism is a credit to San Francisco and to the Fire Department.

In these times of short staffing and limited resources, it is heartening to work with a department that places a high value on staff training. The Sheriff's Department appreciates the assistance and hard work of Captain Albano and Lieutenant Moy, and looks forward to working with them and the other fine officers of your department in future.

Sincerely,

Michael Hennessey
SHERIFF

ROOM 456, CITY HALL • 1 DR. CARLTON B. GOODLETT PLACE • SAN FRANCISCO, CA. 94102
EMAIL: sheriff@ci.sf.ca.us • FAX: (415) 554-7050

every one matters
beautifying schools & uniting communities

April 16th, 2002

Chief of SF Fire Dept
Mario Trevino
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

Thank you for supporting our efforts with the Luther Burbank Middle School beautification day event held on April 13th.

Your firefighter's presence was invaluable, and we are all most grateful for the support they gave to the students and to us. The presence of the engine was a special treat for the kids, young and old!

We look forward to working to beautify many more school campuses with your support in the future.

Best Regards,

Gina

Gina Ghirardi-Preston
Every One Matters

Every One Matters, Inc. ~ 1051 Coleman Avenue. Menlo Park, CA. 94025 ~ Tel: 650.324.4462 ~ Fax: 650.322.1220

Catholic Charities
Archdiocese of San Francisco
Peter Claver Community
1340 Golden Gate Avenue, San Francisco, California 94115 (415) 749-3800 Fax: (415) 563-3153

April 19, 2002

Fire Department
Public Education
698 2nd St., Room 109
San Francisco, CA 94107
Attn: Chief Trevino

Dear Chief Trevino:

I am writing from Peter Claver Community to express gratitude for the work of Inspector Kaan Chin during the training he presented at our building. Peter Claver Community, a program of Catholic Charities / Catholic Youth Organization, is a 32-room permanent residence for homeless people with HIV/AIDS.

Inspector Chin presented a fire-safety training on April 4th, 2002 for both Peter Claver residents and staff. The training included information on preventing fires, how staff should help to facilitate an evacuation, what residents should do in an emergency, how to assist residents who are unable to walk, and similar vital information.

The benefits of the training were immediately apparent. Before Inspector Chin's training, we conducted a fire drill during which residents took over ten minutes to evacuate the building. Inspector Chin stressed the danger of such a slow evacuation, as well as the importance of having all residents participating in drills. He also suggested ways of encouraging residents to participate. We conducted another drill in the weeks following the Inspector's training, which showed dramatic improvement for the entire building. We reduced the evacuation time from over ten minutes to four minutes, and that was including a resident in a wheelchair. All other residents evacuated the building in less than three minutes.

Again, the residents and staff of Peter Claver Community would like to express our gratitude to Inspector Chin and the SFFD Department of Fire Prevention and Training for the help provided to make our building a safer place to live.

Sincerely,

Jeff Somersett

Jeff Somersett
Program Director
Peter Claver Community

City and County of San Francisco

Willie Lewis Brown, Jr., Mayor
Edwin M. Lee, Director

Phone: (415) 554-6920
Fax: (415) 554-6944
TDD: (415) 554-6900
http://www.sfdpw.com

Department of Public Works
Office of the Director
City Hall, Room 348
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4645

April 19, 2002

Deputy Chief Sullivan
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Deputy Chief Sullivan

On behalf of the Community Clean Team, I want to thank you for joining DPW, the Clean City Coalition and our community partners at our April District 9 volunteer event. The San Francisco Fire Department's partnership added an important dimension to the event; namely, the united commitment of city agencies to work collaboratively with our community neighbors in improving the quality of life for San Franciscans. It is so valuable for the city to be working in concert with neighborhood organizations and the business community on immediate beautification efforts as well as long-term partnerships and relationships. We all appreciate your extra efforts in building and sustaining our continued partnership.

We also appreciate the outstanding efforts of Captain James Lee and Assistant Deputy Chief Joanne Hayes-White for coordinating the Fire Department's participation and for the fantastic barbecue lunch for our volunteers. They have been true community partners and we look forward to working with all of you again.

Sincerely yours,

Mohammed Nuru
Deputy Director of Operations

cc: Chief Mario Trevino
Mayor Willie L. Brown, Jr.

ASSOCIATION OF FLIGHT ATTENDANTS AFL-CIO

Georgia Nielsen
National Historian

30 March 2002

Chief Ray Balzarini
Fire Station #3
San Francisco Int'l Airport
San Francisco, CA 94128-0112

Dear Chief Balzarini,

I wish to give my heartfelt thanks to you and to the Firefighters who gave me a salute on March 26, 2002.

It was a well-kept secret from me until just prior to landing. I was taking my last segments as a working flight attendant after serving 42 years on the job. Along with my "dream crew" management representatives Sharon Schweizer from United Airlines' San Francisco Onboard Service and Sara Dornacker from United's World Headquarters based in Chicago accompanied me on my last fights.

We had journeyed to Sydney and Melbourne on a six day trip that I called my "victory march." My "dream crew" was composed of several generations of the Association of Flight Attendants' negotiators and officers. Diane George, a member of my "dream crew" had persistently followed up with requests for the salute from the Firefighters for me.

My association with the Firefighters as brother and sister members of the San Mateo Central Labor Council goes back several decades. On the personal level my feelings for the Firefighters had been one of gratitude and great respect. My career started on the piston aircraft and I worked on some of the first jet airplanes for United.

On rare occasions when stressful situations occurred onboard my flights, fires were a usually a looming threat. During those few anxious times my job got very busy with preparation priorities. Upon landings I recall my relief upon seeing the Firefighters positioned with their fire engines ready. I knew help would be there—if needed— for firefighting but also for assistance with saving lives in evacuating and/or deplaning passengers and crews.

Thank you for your recognition to my crew and to me on my last landing as a crewmember. I salute you and my brother and sister firefighters who keep working to make our airline industry safer.

Sincerely,

Georgia Panter Nielsen

Georgia Panter Nielsen

1275 K Street, NW, Washington, DC 20005-4006 · (202) 712-9799

Iona Lawhorn

35 Lottie Bennett Lane #3

San Francisco CA 94115

April 11, 2002

Kerry Dalrymple, Director of Client Services

1011 Turk Street

San Francisco CA 94102

Dear Ms. Dalrymple:

We are basically aware of fire-fighters looking upon danger in their occupation as being mere challenges. We also realize every ethnicity shares equally in their heroics.

I would like to share my experience regarding the 911 Agency.

I am legally blind and about 1:30 A. M. on March 22, 2002, I wokeup feeling very bad. This was the result of me taking cough syrup. I had a very bad cold. I stood up and called my 16 year old niece La'Charnae for help and then passed out. She called 911 and within minutes they were at my residence.

R. J. and his partner were magnificent. They were true "angels of mercy." They gave me the proper examinations and asked me to try and stand. I could not stand and they decided to take me to the hospital. The hospital treated me and decided to keep me for a day. I apologize for not having R. J.s partners name because they were both equal with their help and compassion.

Sincerely Yours,

Iona Lawhorn

"R.J." is Firefighter paramedic Raymond Schnelker assigned to Medic 5.
Other members of the Department providing assistance on this call include:

- FF Sasha Grande — CECC Call taker
- T/Lt Bruce Navarret — Engine 5
- FF Bill Anderson — Engine 5
- FF Eric Hipp — Engine 5
- FF Christopher Hazen — Engine 5
- FF/PM Stuart Beach — Medic 5

DEPARTMENT OF CHILDREN,

YOUTH AND THEIR FAMILIES

On behalf of the children and their families that attended the Zoo Extravaganza on Sunday, April 7th 2002, the Department of Children, Youth and Their Families would like to thank you with much love and gratitude for your participation in this year's event.

There were over 1000 people attend this event. Everyone received valuable information, walked away with special gifts and most importantly, lots of wonderful memories of a great day. You made that possible!

Thank you again and we hope to see you next year.

Department of Children Youth and Their Families Team (DCYF)

Kahala Draw

Jeff Bryne:

Our knight in shining armor!
Carmen Llama & I will be forever grateful to you & your lovely wife for stopping & staying with us for over an hour, waiting for the AAA's when Carmen's car killed @ Clipper & Portola.
Your help has no measure – along with parking your vehicle behind Carmen's so we would not be hit – we both could have been rear-ended @ this busy intersection.
All the time your charming wife chatting with Carmen (who was so nervous) & you chatting with me like this was no inconvenience, but a pleasant event on a busy Saturday.
You are an explanatory young man to so givingly helped two senior ladies in distress.
Was not at all surprised when I called Chief Trevino's office & spoke with Nicole to procure your FireHouse address to hear you were "Fire man of the year."

You will be our Fireman for life.
Thank you for us both.
Sincerely,
Carmen Llana & Nadine Edwards

Cc: Chief Mario Trevino

P.S. Nicole was most accomodating over the phone – Would like your selection Training –

Nadine E

Date: 5/2/02
Sender: VieLar@aol.com
To: Nicol Juratovac
Priority: Normal
Subject: GWHS

Hi,
Thank you for the wonderful presentation "chain of life". It was great !
I'm so happy that you took time to spend with our students! The students
told me that the lesson was cool and they learned alot. We are very
grateful. Captain Sabastian Wong did a fantastic job setting up the amb.
tour . Virginia Dudley-Rock, Paul Shimazaki and John Grant really know their
stuff.
We need more of these interactive experiences for our high school students
!!!!
With much appreciation,
Vickie Peterson
Teacher George Washington High School

<HTML><FONT FACE=arial,helvetica><FONT SIZE=2 FAMILY="SANSSERIF" FACE="Arial"
LANG="0">Hi,
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students !!!!
With much appreciation,
Vickie Peterson
Teacher George Washington High School </FONT></HTML>

LUTHER BURBANK M.S.

John A. Michaelson
Principal

April 18, 2002

Dear Chief Trevino,

Thanks for the great support from the SFFD on last Saturday's beautification effort. The students were very excited to see the engine up close and your staff was very helpful. It was a great community building effort.

Sincerely,
Joel A Michaelson

325 La Grande Avenue • San Francisco, CA 94112

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, May 23, 2002 – 4:00 p.m.

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item No.

1. **On ROLL CALL,** the following were noted present:

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Carlota del Portillo
Commissioner	Paul A. Conroy

Commissioner Pat Norman was excused for business reasons

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Also present
Daniel Sullivan, Assistant Deputy Chief, Support Services
Nicol Juratovac, Lieutenant, Administrative Officer, SFFD

2. **HEADQUARTERS PARKING VARIANCE**

Public Hearing to solicit Feedback on Parking Conditions in Area surrounding Headquarters

Daniel Sullivan, Assistant Deputy Chief, Support Services, informed the Commission that approximately one year ago the Zoning Administrator of the Department of City Planning rendered a decision allowing the Fire Department to modify an existing variance. In this decision, the Department needed to comply with several conditions. Following are actions that the Fire Department has taken to comply with the conditions imposed by the Planning Department:

(1) The Fire Department has made every reasonable effort to obtain the same number of required off-street parking spaces on other lots within walking distance (approximately 1,000 feet) of Headquarters that were waived by the variance.

(2) The Fire Department has designated Lieutenant Nicol P. Juratovac as the Transportation Management Program Coordinator for Headquarters. Lieutenant Juratovac has provided transportation brokerage services for Headquarters staff. This program has promoted and coordinated the use of transit, ride sharing, and flex time by employees, as well as assured the most efficient use of on-site parking and reduced parking demand. Moreover, Lieutenant Juratovac has been designated as the single point of contact with responsibility for receiving and resolving complaints. She can be contacted at Headquarters at normal hours of operation from 06:00 to 16:00 hours Monday through Friday. As of July 10, 2001, this information was provided to all property owners and tenants within 300 feet of Headquarters in all directions with a copy of the correspondence that was provided to the Planning Department.

(3) The Fire Department has planted four trees along Townsend Street and Second Street surrounding Headquarters in accordance with the Department of Public Works, Bureau of Street Use and Mapping Pre-Permit No. 43820 issued on March 27, 2001.

(4) There was one condition left unmet: the Fire Department must hold a Public Hearing before the Fire Commission in order to solicit feedback on parking conditions at Headquarters before June 11, 2002. Additionally, all property owners and tenants within 300 feet of Headquarters had to be notified at least 20 days prior to that hearing. The meeting being currently held meets the last condition.

Lieutenant Juratovac introduced herself as the Transportation Management Coordinator and the liaison for any type of issue that property owners or tenants may have with regard to parking, which is a problem throughout the City and not only South of Market. She noted that both Chief Sullivan and she had worked diligently in the past year to mitigate some of the problems specific to Headquarters. Lieutenant Juratovac emphasized that the Fire Department wishes to be a good neighbor to the South of Market residents. She wondered if any of the attendees had any questions. None came forward.

Commissioner Conroy wished to know what the Department had actually done to mitigate the parking issues.

Lieutenant Juratovac responded that the Zoning Administrator of the Planning Commission had exacted four conditions that the Fire Department had to meet in order for the modification of an existing variance could be granted. She wished to provide some background on that variance: the requirement stated that as a condition of the move into this historical landmark building, the Fire Department was to have a shuttle system for transporting existing staff members based at Headquarters to and from a facility on Evans Street. After considerable research, the shuttle system proved to be an undue hardship imposed not only on civilian Department employees but also on uniformed staff that were on call 24 hours a day/seven days a week. This was the basis of the exemption from the variance.

Furthermore, the Department has made available to new and existing employees information on transportation alternatives and, also, negotiated a special parking rate at Imperial Parking on King and Fourth Streets. Lieutenant Juratovac noted that the Department is in partnership with the Department of Parking and Traffic to enforce violations that occur surrounding Headquarters, even if it means ticketing or towing a member's car.

Commissioner del Portillo asked if parking conditions had improved since Lieutenant Juratovac had implemented the plan. Lieutenant Juratovac replied that through strict enforcement conditions have improved considerably. She explained that she has cited Department vehicles parked in bus zones or at hydrants, without E-plates, and has requested numerous tow trucks to remove offenders. Lt. Juratovac emphasized that if the Department has committed itself to increasing parking opportunities for residents and businesses, it must discipline its own offenders.

Chief Sullivan explained that the Fire Department continues to evaluate and monitor the parking conditions at Headquarters for *optimal use*, which means that people who have the ability to park at Headquarters must use their cars in the scope of their duties.

Chief Sullivan was pleased to report that a General Order has been issued, which will bring the Department into compliance with Section 4.1 of the Administrative Code. This will enable the Fire Department to assign vehicles to any individual based on the following criteria: (1) the requirement to respond to emergency incidents or facilities, Communications Center,

BOE, during times of emergency, disasters, or activation of Emergency Operations Center; and (2) requirement of the duties to support physical plants, facilities or Department infrastructure, at the discretion of the Chief. Employees not residing in the City and County will be subject to special review and a determination will be based on a case by case. Chief Sullivan stated that Headquarters will have five pool cars to be used by employees. If an administrative lieutenant or a personnel analyst needs to go to City Hall, they will not have to use their own cars. The rest of the pool cars would be assigned as follows: Division of Training - four pool vehicles, Presidio - three pool vehicles and the Bureau of Equipment - one pool vehicle. In closing, he stated that the Department is pleased with the General Order since it will encourage people to come to work using public transportation and enable employees to better facilitate their duties using a pool vehicle.

Commissioner Conroy wished to know the criteria for the vehicles that surround the exterior of the building.

Chief Sullivan responded that Headquarters is considered to be a 24-hour by 7-day facility. It is, also, a working pump station with the ability to augment the City's water supply by pumping water from the Bay for the AWSS (Auxiliary Water Supply System). The building could, also, be designated as a command post in a major incident since it is a very stable building sitting on a large monolithic slab and could withstand most types of seismic events. The Chief could designate Headquarters as the command post, an area of redeployment, and there would be an influx of people coming to assume command positions.

Commissioner Conroy commended Chief Sullivan and Lieutenant Juratovac for developing an excellent program by encouraging employees to take public transportation, negotiating reasonable parking rates for those that must bring their cars to work, and utilizing newly available vehicles as pool vehicles, which would be kept off the street.

Chief Sullivan encouraged members of the public to voice their concerns on a number of issues that had been previously mentioned. He referred to *stale red zones* or other zones that could be removed by sandblasting, and noted that the Fire Department would act as a facilitator and would assist to resolve such issues with the Department of Parking and Traffic.

President Nakajo thanked Chief Sullivan and Lieutenant Juratovac for their efforts in meeting the conditions imposed by the Zoning Administrator and for establishing a better working relationship with the community.

3. PUBLIC COMMENT

There was no public comment

4. ADJOURNMENT

There being no further business before the commission, the meeting was adjourned at 4:40 p.m.

Tania Bauer
Secretary

SF
F50
#2
5/23/02

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-13

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – May 23, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

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Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Division of Fire Prevention & Investigation
Richard C. Shortall	- Division of Emergency Medical Services

Chief Officers – Staff:

Johnny R. Lo	- Administration
Paul D. Jones	- Operations
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

Richard D. Bracco	- Division 2
Robert G. Boudoures	- Division 3 (Acting)

2. APPROVAL OF THE MINUTES

Minutes of the Regular Meeting of May 9, 2002, are not ready for approval.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through G) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during March 2002.

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during April 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, April 27 through May 10, 2002.

B. Appointments

Reporting the following PROBATIONARY appointment effective *MAY 15, 2002*:

H3 Firefighter/Paramedic

Robert Boughn (vice: self, H2 to H3)

Reporting the following PROVISIONAL appointment effective *APRIL 29, 2002*:

1820 Junior Administrative Analyst

Rebecca Weiss (vice: Annual Salary Ordinance Authorized Position)

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
McLaughlin, Patrick H.	H40 Battalion Chief	Service	May 9, 2002

(Retirement Certificate will be presented at Fire Commission meeting of June 27, 2002)

D. Military Leaves

Submitting for approval applications from three members for Military Leaves of Absence in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Maj. (With pay)	H2 FF	05-01-02 thru 05-15-02	9	US Army Res. Los Alamitos, CA	Attend Annual Training
Pampanin, Vincent Sgt. E-5 (Without pay)	H2 FF	05-16-02 thru 05-19-02	3	US Army Res. Moffett Field, CA	Attend Annual Training

Simon, Ramon SSG (With pay)	H2 FF	05-03-02 thru 05-17-02	8	US Army Res. Ft. Lewis, WA	Attend Annual Training

E. Military Leaves

Submitting for approval applications from one member for Military Leaves of Absence in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard TSGT (Without pay)	H3 FF/PM	05-02-02	1	US Air Force Res. Travis AFB, CA	Attend Inactive Duty Training
(With pay)		05-03-02 thru 05-17-02	11	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
(Without pay)		05-18-02 thru 05-19-02	2	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

F. Resignation

Submitting resignation of 7388 Utility Plumber William Turner, effective close of business April 1, 2002. (Resigned with satisfactory services. Approximate length of service – 15 years.)

G. Unlitigated Claims

Submitting report from City Attorney's Office on unlitigated claims for January/February/March, 2002:

January

Name of Claimant	*Claim Amount Filed/Paid*	*Accident No./Category/Unit*	*Date of Accident*
Young Han Kwon	$3,612.18/ 3,187.77	01-2-036/ (A) /Engine 2	08-22-01
Pacific Bell	1,312.39/ 1,312.39	01-2-042/ (A) /Engine 40	08-31-01
Joseph McKeon	2,730.08/ 2,730.00	01-2-077/ (C) /Engine 3	10-19-01
Maurice Castain	0 / 1,604.89	01-2-082/ (A) /Medic 38	10-30-01

February

Name of Claimant	*Claim Amount Filed/Paid*	*Accident No./Category/Unit*	*Date of Accident*
Ricky Lau	$ 0 / 5,000.00	00-1-251/ (C) /Medic 14	06-26-01
Priscilla Lao	0 / 5,500.00	00-1-251/ (C) /Medic 14	06-26-01
Yong Jiu Huang	0 / 3,000.00	00-1-251/ (C) /Medic 14	06-26-01
Robert Kane	750.00/ 500.00	01-2-029/ (C) /Engine 36	08-12-01
Laura Jamieson	1,863.79/ 1,363.79	01-2-056/ (A) /Engine 5	09-25-01
Andrea Govoni	2,235.91/ 2,130.64	01-2-074/ (A) /Engine 3	10-18-01
Kristen Beck	257.47/ 257.47	01-2-091/ (A) /Truck 6	11-15-01
Esther Bravo	2,671.63/ 1,850.00	01-2-093/ (A) /Engine 38	11-18-01
Suzanne Novitzky	0 / 3,284.16	01-2-129/ (A) /Truck 1	11-16-01
Rose Pistola Restaurant	24,555.11/22,555.11	Water damage	10-21-00

March

Name of Claimant	*Claim Amount Filed/Paid*	*Accident No./Category/Unit*	*Date of Accident*
Edgar Covarrubias	$ 0 / 954.04	01-2-035/ (A) /Engine 29	08-19-01
Hai Hua Guan	0 / 7,897.87	01-2-041/ (C) /Com. Ctr.	08-30-01
Hannah Murray	182.34/ 182.34	01-2-052/ (A) /Engine 6	09-15-01
Vladi Dounaev	1,389.53/ 1,389.53	01-2-062/ (C) /EMS RC 2	10-05-01
Andrea Bates	2,353.72/ 2,353.72	01-2-101/ (C) /Com. Ctr.	12-03-01
Cynthia Zurolo	2,745.14/ 2,745.14	01-2-105/ (B) /Toy Program	12-09-01
Michael Lukan	3,996.35/ 3,996.35	01-2-116/ (A) /Truck 12	11-11-01
Marie Tao	600.00/ 500.00	Property damage	09-09-01
Po Ying Lee	1,075.00/ 1,977.06	Property damage	12-10-01
Karen Cliffe	3,120.00/ 2,860.35	Property damage	01-15-02

Commissioner del Portillo moved and Vice President Roeca seconded. There were no questions or discussion and Items A through G on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted three letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that Department staff continued to work on the annual budget process and on the response to Budget Analyst's Management Audit of the Department. In addition, staff continued to work with the bargaining units as well as other members within the Department to refine the one-on-one paramedic rapid response project. Chief Treviño apprised the Commission of the large meeting recently held to which all H3 Firefighter/Paramedics were invited and at which issues were identified regarding the EMS merger that affects them. These issues will be addressed in meetings scheduled over the next coming weeks.

Commissioner Conroy noted that he was present, as well as Commissioner Nakajo, at the most recent of the Rules and Audit Committee meeting; he wished to complement the Chief and those members of his staff that were present. Commissioner Conroy felt that the Chief's answers were reasoned and measured responses to seemingly antagonistic, unfocused and negative attacks from Harvey Rose, Budget Analyst, and members of his audit team. Commissioner Conroy related that he was disappointed in the manner in which Mr. Rose attempted to cloud the issues rather than to educate the Supervisors and the public present in the hearing room.

President Nakajo wished to reiterate Commissioner Conroy's remarks regarding the audit process. He stated that he was aware that the Chief and staff have been involved in the audit for a considerably long time and there are more challenges still ahead. President

Nakajo was concerned about the Budget Analyst's negative and seemingly biased attitude towards the Department which was evident in his presentation of information and facts. He encouraged the Chief and staff to keep up the hard work and, hopefully, surmount the challenges of the Budget Analyst and his audit team.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Special Awards

Certificate of Commendation to Firefighter Edward Perricone and the members of Station 15 for community service on April 27, 2002.

Firehouse Magazine award to T/Chief's Aide Jeffrey M. Byrne for heroism on June 1, 2001.

Chief Treviño introduced Captain Kevin Gonzalves and Captain Stephen Gritsch who have been involved in a program call *Rebuilding Together* and *Christmas in April.* Captain Gonzalves explained that the members of Station 15, under the impetus of Temporary Lieutenant Ed Perricone, became involved in this project. All the members of the house donated $50 each, and carpenters, plumbers, electricians, and gardeners donated their time for two days at a specially designated house which the rebuilt for an elderly owner unable to afford the repairs. Captain Gonzalves stated that he believes that Station 15 would like to do another house next year because everyone involved had such positive reaction once the job was accomplished.

Chief Treviño announced that the Department and the Commission were proud of Station 15 and Firefighter Perricone, who with the support of his wife, led the effort. Chief Treviño would like to commend him for the work that was done and considered it as testimony of professionalism and commitment to the community.

Firefighter Perricone explained that it was a group effort and once he had suggested it, everyone wished to participate. He believes that there is a common thread that runs through firefighters and that is a desire to help, be it a rebuilding project such as this, or projects through churches and schools, or coaching various types of athletic teams.

Responding to Commissioner Norman's request, Firefighter Perricone provided a brief history of *Rebuilding Together* with *Christmas in April.* The concept started in Midland, Texas where people came together to help those who could not help themselves, namely, low income, elderly and disabled individuals. It has grown to encompass over 400 associations in 700 cities and is headquartered in Washington, D.C. Firefighter Perricone explained that various social services agencies and churches will submit a list of people to Rebuilding Together who they believe need help. The list will be prioritized and offered to a group, such as Station 15, for sponsorship. The work primarily centers on safety issues, such as installing grab bars, handrails, smoke detectors and ensuring that stairs are safe. If possible, in the homes of frail elderly individuals or handicapped persons, some painting will also be done. In closing, Firefighter Perricone stated that it was a win-win situation, with people needing help and Station 15 happy to provide it.

Chief Treviño commended everyone concerned and recognized the members of Station 15 for the fine work they were doing. Certificates of Recognition will be forthcoming.

Commissioner Conroy added that Station 15 is his neighborhood firehouse and he is pleased about their recognition at this meeting. He noted that the members of Station 15 are

involved with the surrounding community and are appreciated by the community, especially for sprucing up the area surrounding the firehouse, including the addition of a beautiful lawn.

Chief Treviño wished to recognize Jeff Byrne for receiving *Firehouse Magazine's* national award for valor. Accompanying the magazine's commendation was a cash award for $250 and a beautiful Medal of Valor with Firefighter Byrne's name engraved on the back. Chief Treviño congratulated Firefighter Byrne and noted that he had just recently received Firefighter of the Year award from the Department.

Firefighter Byrne wished to thank the Commission for his last award. Additionally, he wished to thank the Commission and the Chief for adopting the CPAT. He stated that both he and the members in the field greatly appreciate this. Firefighter Byrne considered it an honor to be recognized in the same issue of *Firehouse Magazine* that was dedicated to the firefighters involved in the events of September 11 at the World Trade Center. He thanked Battalion Chief Mazeau for being such an effective incident commander that it afforded the opportunity for Firefighter Byrne to do something extra at that fire.

D. Special Presentation – Overview of SFFD EMS Research Projects

Richard Shortall, EMS Chief, Marshal Isaacs, M.D., SFFD Medical Director, and
Russ McCallion, EMS Section Chief, Operations

Marshal Isaacs, M.D., SFFD Medical Director, wished to provide the Commission with a brief history of the EMS Research Program. He related that when training was first started in 1970 for paramedics and Emergency Medical Technicians (EMT) to respond to emergencies in the community. At that time, medical staff was not certain of what would be best for patients, that is, what would work and what could paramedics or EMTs do or not do. Eventually what was selected was the normal aspect of care provided in emergency departments and paramedics were trained to perform them. By 1990, emergency medicine physicians, nurses, academics and regulators began to wonder if these procedures were in the best interest of the patients. In other words, how could the patient be better served by certain procedures done at the scene or in the ambulance, and others performed in the controlled environment of the emergency department of a hospital. At this time, a push was made nationally to look at procedures, medications and innovations that were available for out-of-hospital emergency medicine patients to maximize their outcome.

In 1990, prior to the merger, paramedics conducted a study involving patients in San Francisco who were critically ill because their heart rate slowed to a dangerously low level. It is called *symptomatic braidacardia* and little can be done for these patients outside hospital setting, and usually these patients die. Within a few years, defibrillators became available which could pace an erratically beating heart into normal rhythm with electrical impulses. The device could not be used by paramedics until it could be proven in field tests to be safe and advantageous to the patient. San Francisco performed the study in the mid-1990s and presented it to the State EMS Commission. As a result of this effort, paramedics throughout the State of California now use external cardiac pacing routinely to care for symptomatic braidacardia patients. The impact of this procedure is of great significance since in the City there is approximately one of these patients per day. The impact is even greater when the whole state of California is considered. Doctor Isaacs noted that both he and Chief Shortall are proud of the work that the paramedics and EMTs did in this study.

Doctor Isaacs described another highly significant five-year study that was performed in 1994. Due to San Francisco's record in performing high quality research, the National Institutes of Health awarded over $3 million for a study, which was highly unusual for a pre-hospital study. The study involved patients who are repetitively seizing called *Status*

epilepticus. It involved giving patients one of three drugs, one a placebo, to see what was the safest and best therapy for patients who were having repetitive seizures – one of the most common problems in the out-of-hospital setting. The study lasted five and a half years and was published in the *New England Journal of Medicine* – the gold standard for publishing medical research.

Doctor Isaacs wished to point out the importance of the editorial accompanying the article, which stated that this study should be used as a model for out-of-hospital research throughout the United States and the world. As a result of the study, the Zoll Medical Corporation, one of the leading manufacturers in defibrillator technology, recently approached the San Francisco Fire Department with a proposal to be its sole site nationally to test its newest defibrillator. The defibrillator is already FDA approved but it needs a study to support the premise that its use results in a better outcome for patients who suffer from sudden cardiac arrest and would lead to an improvement in sudden cardiac arrest survival. Dr. Isaacs noted that if the study can prove this, it could change the procedures for sudden cardiac arrest throughout the nation and, possibly, the world. He asked Chief Shortall to explain the study.

Richard Shortall, EMS Chief, explained that in addition to wishing to participate in the study with the Zoll Corporation, it could also provide an economic bonus for the Department. The Zoll Corporation will provide the Fire Department with 36 defibrillators and *Capnography* at a cost of $15,000 to $19,000 a piece. Chief Shortall explained that the current practice of paramedics for patients who are not breathing is to insert a tube down a patient's throat (intubation). This is one of the most important pre-hospital skills and is quite complicated, since a tube could go into the wrong place due to an individual's anatomy. Currently, a number of mechanisms exist in the field to prevent this but none are fail-safe. Chief Shortall emphasized that Capnography is essentially fail-safe. Both Dr. Isaacs and he firmly believe that every patient evaluated with Capnography will have the tube in the proper place a 100% of the time.

Chief Shortall wished to point out another cost saving aspect: the Zoll Corporation will donate all the disposables (supplies), associated with study which amounts to $440,000 wholesale in supplies only and translates to $1,359,000 retail. Chief Shortall believes that the Department could realize savings of at least a million dollars in future budgets since the Department will need to replace its defibrillators fairly soon and add the Capnography technology eventually. He noted that a contract needed to be developed and approved by the Commission and the Board of Supervisors. He added that all the appropriate authorizations from the medical community for a project of this nature have been obtained.

Dr. Isaacs wished to acknowledge the paramedics, EMTs and firefighters who would be doing the work of study. Medical and EMS staff will assist in the design, implementation and oversight of the study but he emphasized that it will be the members of the Department that will carry it out.

In closing, Dr. Isaacs pointed out that the Department must also assume certain responsibilities. The implementation, management oversight and training to conduct this study are significant. In addition, both the federal and state government, the local EMS section of the Department of Public Health and UCSF's Committee on Human Research have extremely tight standards regarding the reporting and conduct of human research. In order to ensure that the study is conducted so that the patients are impacted in the best possible way, an infrastructure is required. Dr. Isaacs voiced his concern regarding the ability of the Department to effectively carry out a study of this magnitude in light of the

proposed budget cuts to the Department and, in particular, to the EMS Division. He noted that support from the Commission on this matter would be appreciated.

Discussion ensued with Commissioners asking for explanations of technical terms and procedures and with staff responding.

E. Public Comment

Maurice Caracter, San Francisco resident, wished to know (1) if these defibrillators have ever been tested on Fire Department Engines and Trucks since they would have to withstand a certain amount of tumbling around, and would there be backup defibrillators if some are damaged; and (2) what would be the financial load on the Department and would the new funding for this study come from external sources or from the Department.

President Nakajo asked that Chief Shortall respond. Chief Shortall stated that the funding is external through the Zoll Corporation and would not require any City funds. He explained that essentially the Zoll Corporation is providing the equipment and the supplies.

Chief Shortall pointed out that the study is not as experimental as it sounds since the equipment in question (Capnography) has already been used with a high rate of success even in pre-hospital environments. Additionally, the Department would still have its current defibrillators for backup and since the Department has a multiple unit response to calls, it would be extremely rare that two defibrillators would not be available at a scene.

Commissioner Roeca stated that he appreciated Mr. Caracter's concern and wished to reassure him that the Department will not use the citizen's of San Francisco as guinea pigs. He believed that the company with whom the study would be undertaken is interested in providing better service to the community and better outcomes for pre-hospital patients.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:55 p.m.

Tania Bauer
Secretary

McKinsey&Company, Inc.
United States / San Francisco

555 CALIFORNIA STREET, SAN FRANCISCO, CALIFORNIA 94104
TELEPHONE 415-981-0250 FAX 415-954-5200

May 14, 2002

Chief of Department Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

On Thursday, April 25, the San Francisco Office of McKinsey & Company celebrated, for the eighth consecutive year, Take Our Daughters to Work Day. The event this year was the best yet, largely attributable to the presentation that Firefighters Cynthia Rickert and Michie Wong (Station 40) gave to 15 spellbound girls, ages 5-13.

Our day focused on volunteerism and the ways that girls (and all humans) can heal a broken world by using the unbeatable combination of head, heart, and hands. What exemplars of all of these forms of service Michie and Cynthia are! The two of them spoke with dynamism, respect, and intelligence, and excellently fielded questions – some funny and some quite sophisticated - from the girls. They also came wondrously equipped with the garb and gear of a firefighter. Michie and Cynthia then joined us for lunch and continued to answer questions with patience and humor, and returned for the afternoon wrap-up. All this on their day off.

Wonderfully, the girls raised, through a craft project sold in our office, $638 that they donated to Blaze, the firecamp for young women.

We at McKinsey wish to thank Michie and Cynthia for their great presentation. We also thank you and the SFFD for training and motivating such outstanding firefighters. I can assure you that, by the end of the day, several girls were considering abandoning dreams of being a veterinarian, pediatrician, or actress to become a . . . firefighter.

Sincerely,

Jennifer Futernick

Jennifer Futernick
Communications Specialist

ROK PROPERTIES

May 8, 2002

Chief of Department
Mario H. Trevino
698 Second Street
San Francisco, CA 94107

SUBJECT: Letter of Appreciation for Lt. Fernando Juarez

Dear Chief Trevino:

On behalf of ROK Properties, Inc., and the tenants of 55 Francisco Street, I would like to offer my thanks and appreciation to Lt. Fernando Juarez. He came to our building today as our featured speaker for the annual floor warden training.

Everyone was impressed with his very professional presentation and stopped by to tell me how they found the quality of the program extremely helpful to them. Again, thanks for making the training such a success today.

Sincerely,

ROK PROPERTIES, INC.

Susan M. Worts
Property Manager

55 Francisco Street • San Francisco, CA 94133
Telephone: 415-951-0726 • Fax: 415-951-0737

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Susan Tibbon
fine arts

3 May 02

Chief Mario Trevino
S.F. Fire Dept.
698 2nd St.
S.F., CA. 94107

Dear Chief Trevino,

Several years ago Station #42 and/#43 responded to a late night fire at our home at 343 Gambier Street in S.F.

It's taken us a while to recoup and various family emergencies followed the fire.

However, albeit belated, I want to particularly commend the men and women who responded. We had first editions and valuable books and manuscripts, and the kindness, concern and efficiency manifested by your fire fighters was exemplary.

Thank you very much for assisting us in such a fine way.

Sincerely,
Susan Tibbon

Studio: 1445 Leavenworth Street, Suite #4, San Francisco, CA Telephone: (415) 776-6367

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-14

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – June 13, 2002 - 6:00 p.m.
698 Second Street, Room 102

Prior to the start of the meeting, Commissioner Roeca wished to honor the police officer who had lost his life on Wednesday and the officers that were injured in that same accident by having a moment of silence in their memory. Commissioner Roeca wished everyone to remember that those that serve our City and our community put their lives at risk every day.

Item No.

DOCUMENTS DEPT.
JUN 26 2002
SAN FRANCISCO PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

Vice President Russell S. Roeca
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

President Stephen A. Nakajo and Commissioner Pat Norman were excused for vacation.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Daniel A. Sullivan	- Division of Support Services
Gary P. Massetani	- Division of Fire Prevention & Investigation

Chief Officers – Staff:

Johnny R. Lo	- Administration
Paul D. Jones	- Operations
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

Aaron C. Stevenson	- Division 2
Arthur W. Kenney	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of May 9 and May 23, 2002, and Special Meeting of May 23, 2002.

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through K) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during May 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during April 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 11 through May 24, 2002.

B. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Mize, Richard D.	H20 Lieutenant	Service	May 20, 2002
Deleiva, Maria E.	1426 Senior Clerk Typist	Vesting	Apr. 01, 2002

(Retirement Certificates will be presented at Fire Commission meeting of June 27, 2002)

C. Military Leaves

Submitting for approval applications from three members for Military Leaves of Absence in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Donnelly, Mark E-9 (With pay)	H30 Capt.	05-17-02 thru 06-02-02	10	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
(Without pay)		06-03-02	1	US Air Force Res. Travis AFB, CA	Attend Active Duty Training
Pruitt, Tyrone CPT 0-3 (With pay)	H6 Invest.	06-10-02 thru 06-22-02	13	US Army Res. Moffett Field, CA	Attend Annual Training

Simon, Ramon SSG (Without pay)	H2 FF	06-02-02	1	US Army Res. Camp Parks, CA	Attend Inactive Duty Training

D. Leaves of Absence

Submitting requests for leaves of absence with pay for the following:

Captain Kenneth Cereghino, Captain Thomas Harvey, Lieutenant Robert Kehoe, Lieutenant Peter Schembri and Inspector Bert Reyes, Bureau of Fire Prevention,

for five days, June 24 through June 28, 2002, in order to attend Fire Prevention 3A class (Hydraulic Sprinkler Calculations) presented by the IEC Office, San Carlos, California. Registration and transportation will be paid by each member. Captain Cereghino, Captain Harvey, Lieutenant Kehoe, Lieutenant Schembri and Inspector Reyes will not be replaced.

E. Leaves of Absence

Submitting requests for leaves of absence with pay for Captain Elmer Carr and Investigator Paul Vega, Bureau of Fire Investigation, for five days, May 6 through May 10, 2002, in order to attend FBI Large Vehicle Bomb Regional Advanced Post Blast Investigators School presented by the Federal Bureau of Investigation (FBI) at Vandenberg Air Force Base, Lompoc, California. Registration and lodging will be paid by the FBI. Captain Carr and Investigator Vega will not be replaced.

F. Leave of Absence

Submitting request for leave of absence with pay for Lieutenant Robert Kehoe, Bureau of Fire Prevention, for five days, April 22 through April 26, 2002, in order to attend Fire Prevention 2C class (Special Hazard Occupancies) presented by the State Fire Marshal's office in Asilomar, California. Registration and transportation will be paid by Lieutenant Kehoe. He will not be replaced.

G. Leaves of Absence

Submitting requests for leaves of absence with pay for Investigators Lisa Moy and Charles Pistoia, Bureau of Fire Investigation, for five days, April 22 through April 26, 2002, in order to attend the Interview and Interrogation Class presented by Behavior Analysis Training Institute, Inc., in Santa Rosa, California. Registration and meals are included in the 2001-02 budget. Investigators Moy and Pistoia will not be replaced.

H. Leaves of Absence

Submitting requests for leaves of absence with pay for Investigators Dennis King and Brendan O'Leary, Bureau of Fire Investigation, for five days, April 8 through April 12, 2002, in order to attend a training class entitled "Complex Arson Investigation/Arson for Profit," presented by the Bureau of Alcohol, Tobacco and Firearms in Sacramento, California. Registration and transportation will be paid by each member. Investigators King and O'Leary will not be replaced.

I. Leaves of Absence

Submitting requests for leaves of absence from the following:

H20 Lieutenant Vincent Perez, for 20 days (sick leave with pay), from March 5 through March 24, 2002, and 25 days (sick leave with pay), from June 2 through June 26, 2002.

H2 Firefighter Robert Lopez, for five days (sick leave with pay), May 12, 15, and 18, 2002, and June 5 and 11, 2002.

H10 Chief's Aide Shelia Hunter, for two months (sick leave without pay), April 1 through June 1, 2002.

H3 Firefighter/Paramedic Jonathan Baxter, for three months (sick leave without pay), from May 21 through August 21, 2002.

H3 Firefighter/Paramedic Maria Lourdes Russell, for 7 days (sick leave without pay), from June 5 through June 11, 2002, and for 27 days (sick leave with pay), from June 12 through July 8, 2002.

Dr. Deborah Owen, Department Physician, for three months (sick leave without pay), April 23 through July 23, 2002.

J. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 15	01-2-178	11/2/01	605	A	File
Off: Lt. John Oshea	Drv: FF Medrick Bullock		Tlr: FF Anthony Bendik		
Cause:	Backing into quarters, Trk 15 struck side of apparatus bay; spotters were posted, signals were misinterpreted				
Engine 25	01-2-179	11/11/01	511	A	File
Off: T/Lt. Mike Wong	Drv: FF Allen Bogdanoff				
Cause:	Due to poor weather conditions, Eng 25 went into a skid as driver attempted a right turn				
EMS Van, TI	01-2-180	3/29/02	0	A	File
Drv: FF/PM Stephen Lynch					
Cause:	Driver inattention - EMS Van, TI, backed into a stop sign while leaving training center; no spotters available				
Rescue 1	01-2-181	4/8/02	869	A	File
Off: T/Lt. Ronny Tsujimoto	Drv: FF John Shanley				
Cause:	Misjudged clearance - Res 1 struck side mirror of an illegally parked vehicle				
Medic 36	01-2-182	4/8/02	0	A	File
Drv: FF/PM Keith Phillips					
Cause:	Misjudged clearance - Medic 36 lightly struck a civilian vehicle attempting a right Turn				

Engine 15 01-2-183 4/11/02 510 B Bill
Off: T/Lt. John Tuiasosopo Drv: FF Medrick Bullock
Cause: Eng 15, responding with red lights and siren and attempting to make a right turn, was struck by a civilian vehicle which was stopped at a red light and then moved, making contact with Eng 15

Truck 16 01-2-184 4/15/02 614 A File
Off: T/Lt. Frank Martin Drv: FF Lawrence Mcdonnell Tlr: FF Dawn Dewitt
Cause: Misjudged clearance (tiller) - Tiller operator of Trk 16 failed to correct trailer in time to complete left turn and struck parked civilian vehicle

Medic 32 01-2-185 4/16/02 714 B Bill
Drv: PX Rock Plichik
Cause: Medic 32 was struck by a civilian vehicle attempting to pass the ambulance on the right side

Medic 7 01-2-186 4/16/02 784 A File
Drv: FF/PM Michael Moynihan
Cause: Medic 7, responding with red lights and siren, and attempting to avoid a suddenly stopped vehicle, struck a civilian vehicle and caused it to strike a parked car

Truck 17 01-2-187 4/16/02 616 A File
Off: Lt. Roger Pruyn Drv: FF Spencer Nakao Tlr: FF/PM Glenn Frey
Cause: Inexperienced tiller - While making a right turn, tiller of Trk 17 turned the wheels too soon striking fire hydrant

Medic 3 01-2-188 4/17/02 735 B Bill
Drv: FF/PM Leonard Caulder
Cause: While making a left turn, Medic 3 was struck by a taxi cab which started to move forward

Headquarters 01-2-189 4/17/02 304 B Bill
Off: ADC Lorrie Kalos
Cause: While stopped in traffic, headquarters vehicle was rear ended by a civilian vehicle

Engine 22 01-2-190 4/17/02 504 A File
Drv: FF Stephen Roche
Cause: While travelling to Treasure Island for a drill, Eng 22 attempted improper lane change and struck a civilian vehicle

Truck 17 01-2-191 4/17/02 616 A File
Off: Capt. Michael Hennigan Drv: FF Thomas Masterson Tlr: FF Robert Dickson
Cause: Misjudged clearance - While returning from an incident, Trk 17 struck a parked civilian vehicle during a right hand turn

Engine 37 01-2-192 4/19/02 596 A File
Off: T/Capt. John Forbes Drv: FF Jason Chan
Cause: Driver inattention - While backing into quarters, Eng 37 struck station wall; spotters were posted, driver did not hear warning

Medic 15 01-2-193 4/19/02 738 B File
Drv: FF James Onoe
Cause: While proceeding from a stop light, Medic 15 was lightly scraped by a civilian van which moved into the ambulance in order to avoid a parked car

Medic 18 01-2-194 4/22/02 716 B Bill
Drv: FF/PM Frederick Salan
Cause: While parked at an incident with warning flashers on, Medic 18 was struck by a bicyclist

Engine 13 01-2-195 4/24/02 675 B Bill
Off: Lt. Joseph Morrison Drv: FF Tom Fogle
Cause: While stopped and preparing to make a right turn, Eng 13 was struck from the rear by a civilian vehicle

Medic 36 01-2-196 4/24/02 733 B Bill
Drv: FF/PM Kenneth Dunn
Cause: While transporting a critically ill patient and crossing intersection, Medic 36 was struck by a motorcyclist who failed to yield right of way to emergency vehicle and was travelling at a high speed through the intersection

Truck 1 01-2-197 4/28/02 607 A File
Off: Lt. Eugene Murphy Drv: FF John Murphy Tlr: FF Bruce Platt
Cause: Tiller error - While responding and exiting station, tiller of Trk 1 oversteered when turning right and struck a parked civilian vehicle

Medic 36 01-2-198 4/29/02 717 B Bill
Drv: FF/PM Ryan Crean
Cause: Medic 36, responding with red lights and siren, gained right of way against traffic, crossing intersection as a civilian vehicle stopped, then proceeded, and collided with the ambulance

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

K. Unlitigated Claims

Submitting report from City Attorney's Office on unlitigated claims for April 2002:

Name of Claimant	*Claim Amount Filed/Paid*	*Accident No./Category/Unit*	*Date of Accident*
Richard Barber	$ 0 / 2,018.59	99-0-180/ (A) /Engine 3	02-27-00
Vy Cuong Tang	632.09/ 632.09	00-1-230/ (A) /EMS RC 2	05-20-01
Michael Barry	1,790.93/ 1,790.93	01-2-031/ (A) /Engine 19	08-15-01
Helen Lu	1,914.11/ 2,039.42	01-2-114/ (C) /Truck 7	12-21-01
Farless Dailey	1,302.90/ 1,302.90	01-2-117/ (A) /Medic 3	12-30-01
Laurel Carangelo	5,302.82/ 4,335.41	01-2-150/ (A) /Engine 8	02-14-02
Susan Richardson	680.00/ 680.00	Property damage	11-26-01
Linda Moody	356.14/ 356.14	Property damage	02-16-02

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and Items A through K on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted nine letters commending members of the Department for response to requests for assistance, emergencies, or training.

Commissioner Roeca directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for April 2002.

Mario Treviño, Chief of Department, informed the Commission that the budget process is still ongoing and continues to be a challenge to the Department. He announced that a new General Order had been released designating full usage of personal protective equipment (PPE) at fires, including full turnout coat and pants, gloves, helmets and protective hoods. Chief Treviño noted that through this General Order the Department will come into compliance with nationally recognized safety standards.

Chief Treviño wished to recognize members of the Department who responded to the tragic police automobile accident referred to earlier by Commissioner Roeca. Although Chief Treviño had spoken with Medical Director Marshal Isaacs, Division Chief Bracco and Battalion Chief Cardinale at San Francisco General Hospital, he wished to recognize them and, also, thank them and all members for their excellent work that night.

Commissioner Roeca directed that the report be accepted and incorporated in the minutes of today's meeting.

C. City Attorney – Settlement of Lawsuit

Communication received from Linda M. Ross, Chief Labor Attorney, Office of the City Attorney, dated June 5, 2002, submitting for the Fire Commission's approval a Board of Supervisors Ordinance authorizing settlement of the following lawsuit:

Rooker, et al. and Weaver, et cal. v. City and County of San Francisco, in the amount of $862,581.63 in back overtime wages, $137,951.82 in interest payments and $378,043.46 in attorney's fees and costs. This is a settlement of the United States District Court Case No. C-99-1095 VRW and Case No. C00-2271 VRW respectively.

Commissioner Conroy moved and Commissioner del Portillo seconded.

Deputy City Attorney Jill Sprague provided an explanation of the lawsuit and settlement, noting that it was a Fair Labor Standards Act case. She stated that at the time of the merger, paramedics became H1 Fire Rescue Paramedics and were placed on 24-hour shifts alongside firefighters. The Department did this with the understanding that it was training the H1 Fire Rescue Paramedics to engage in fire suppression so that they would qualify for the Section 207(k) exemption. It was a very ambitious plan based on the premise that Fire Rescue Paramedics would be in an H3 academy and cross-trained within a short period of time. Due to a number of different complications inherent in such a large merger, the Fire Rescue Paramedics were trained in house but did not attend the actual Fire Academy for a number of years.

The lawsuit was brought by the H3 Paramedics seeking overtime for all hours worked in excess of 40 during the period of time when they were H1 Fire Rescue Paramedics. The City Attorney's Office represented the Department and engaged in an extensive discovery process. Litigation concerning whether and when the H1 Fire Rescue Paramedics became qualified for the Fire Rescue personnel exemption took over one year and was hard fought. The District Court determined that it was not until the Fire Rescue Paramedics completed the H3 academy that they actually qualified for the 207(k) exemption.

The settlement is based on the court's ruling, on summary judgment, but the City additionally faced an exposure to liquidated damages, which are usually automatic in FLSA cases unless the City could show that it acted in good faith. The court held that the City likely did act in good faith and, therefore, the City was able to avoid the liquidated damage award. The settlement represents strictly back pay and interest on the judgment amount and attorney's fees, but no liquidated damages. Ms. Sprague pointed out that the money for the settlement was a $1.5 million reserve set aside by the Controller's Office at the beginning of the litigation. The settlement funds will come from this reserve and not from the Fire Department budget or the General Fund. Commissioner Roeca thanked Ms. Sprague for her clear and concise explanation.

There were no further questions or discussion and the Ordinance authorizing settlement of above lawsuit was approved on the opinion of City Attorney's Office and recommendation of Chief of Department.

D. Adoption of Annual Statement of Purpose for FY 2002-03

Commissioner del Portillo moved and Commissioner Conroy seconded.

Commissioner Conroy wished to acknowledge and thank Commissioner Roeca for his work on the Annual Statement.

There were no further questions or discussion and the Annual Statement of Purpose for FY 2002-03 was adopted.

Please Note: The Commission's Annual Statement of Purpose for FY 2002-03 is attached.

E. Special Awards

Presentation of *Firehouse Magazine* award to Firefighter Dennis Sy for heroism on January 29, 2001.

Firefighter Dennis Sy received a certificate, an engraved medal and a cash award from *Firehouse* Magazine for heroism. Chief Treviño recounted the incident at which this occurred: on January 29, 2001, Engine 16 was attempting to lead a line to a floor above a basement fire under heavy smoke conditions. Lieutenant Griffey became trapped when the burned out stairs collapsed under her weight and her legs went through the hole directly above the fire. She was unable to free herself and momentarily removed her mask to scream for help. In near zero visibility, Firefighter Sy located Lieutenant Griffey and tried to free her but could not. As he continued his efforts, Firefighter Wong, who was directly behind him, assisted by pulling on Firefighter Sy. Through their combined effort, Lieutenant Griffey was freed and carried to an ambulance with burns to both her hands and right leg. The heroic action of Firefighter Sy and Firefighter Wong saved Lieutenant Griffey from further injury and possible death. Chief Treviño presented the medal to Firefighter Sy and hoped he would wear it with pride and continue to serve the Department. He asked Firefighter Sy to say a few words.

Firefighter Sy stated that it was a great honor to be recognized by the Department and by his peers in this manner. He wished to thank everyone and, especially God, for placing him in the right place at the right time and helping him to do the right thing when it was needed. Firefighter Sy wished to thank his family and his brother for their support whenever it was needed.

F. License Agreement

Submitted for review and approval a license agreement between the City and Jaguar Models, Inc., to manufacture, sell and market an action figure in the likeness of the Fire Chief, as well as fire trucks and fire equipment accessories.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the license agreement was approved on recommendation of Chief of Department.

G. New San Francisco Fire Code

Submitted for approval the new San Francisco Fire Code which amends the 2001 California Fire Code.

Commissioner Conroy moved and Commissioner del Portillo seconded.

Gary Massetani, Assistant Deputy Chief, Fire Marshal, informed the Commission that the Fire Code is revised every three years. Once the Fire Code is adopted by the California Building Standards Commission, the City has 180 days to make any revisions necessary to accommodate local climate, geographical conditions and the topography of San Francisco. Chief Massetani noted that fees will increase by an average of 7% and the Department hopes that they can be implemented by July 1, 2002. A major change in the new Fire Code is the addition of the Single Room Occupancy (SRO) Sprinkler Ordinance, which will be implemented now and enforced.

Commissioner Conroy noted that by increasing fees the Department is striving to recover the costs it incurred to process the necessary permits. He is aware that the increased fees

are limited by statute to constitute a reimbursement of actual expenses that the Department incurs in processing permit applications.

Commissioner Conroy added that the new San Francisco Fire Code had been a considerable amount of work to prepare and thanked Chief Massetani for the effort. Chief Massetani wished to acknowledge Captain Thomas Harvey, Code Enforcement Captain, and his staff at Plan Check, who did such an excellent job on it.

Commissioner del Portillo also wished to thank Chief Massetani for an analysis and comparison of code-related fees in major cities in California that she had requested. She appreciated the fine work he submitted.

There were no further questions or discussion and the new San Francisco Fire Code was approved on recommendation of Chief of Department and referred to the Board of Supervisors for legislative action.

H. Communications Received by Commission

Six communications were received by the Commission from May 10, 2002, through June 7, 2002.

I. Public Comment

Kevin Smith, President, San Francisco Black Firefighters Association (BFA), wished to complain about the Department's Human Relations Committee to which the BFA did not receive an invitation. Mr. Smith believes that remarks were made at the meeting that were disparaging to the San Francisco Black Firefighters even though this was not reflected in the minutes, which his organization did receive. He hopes to meet with Chief Treviño to clarify this issue.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:55 p.m., out of respect to the memory of Lieutenant Garet Caulfield.

Tania Bauer
Secretary

Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

Willie L. Brown, Jr.
Mayor

Thera Bradshaw
Executive Director

May 21, 2002

Re: A Note of Thanks

San Francisco Fire Department
Chief Mario Trevino
698 Second St.
San Francisco CA 94107

Dear Chief Trevino,

The weeklong celebration honoring our San Francisco 9-1-1 Public Safety Dispatchers was a tremendous success! On behalf of the Emergency Communications Department, I would like to take this chance to let you know how much your generous contribution of a certificate of appreciation in honor of National Telecommunicators Week is appreciated.

Your contribution helped enriched the special tribute to our personnel throughout the course of a week. San Francisco's 9-1-1 public safety dispatch personnel are the first "first- responder" and to many, their role is not understood. The week allowed us to also outwardly accentuate the importance of their role on the public safety team. Thank you for support honoring and recognizing our professional team at 9-1-1.

Best regards,

Darnisha Wright

Darnisha Wright
Executive Assistant

cc: Thera Bradshaw, Executive Director

TERENCE HALLINAN
DISTRICT ATTORNEY
CITY AND COUNTY OF SAN FRANCISCO

May 22, 2002

Chief Mario Trevino
San Francisco Fire Department
698 Second St.
San Francisco, Calif. 94107

Re: Bureau of Fire Investigation
Kings Hotel, Valencia Street, 1999

Dear Chief Trevino,

On May 9, 2002, Sandra Fay Taylor was sentenced to 22 years to life for her convictions of P.C. 187, 451(a) and 451(b) arising from the Kings Hotel fire on Valencia Street in October of 1999 which took the life of Rexanne Battershell and destroyed the hotel. The conviction and sentencing would have been impossible without the excellent work of your department and, in particular, Brendan O'Leary, the lead fire investigator.

The origin and cause investigation by Brendan O'Leary and Ron Morehan was thorough and complete. Trial preparation was meticulous. Fire Investigator O'Leary, along with Capt. Elmer Carr and Lt. Karl Selchau, reviewed every aspect of the investigation many times. In addition, Fire Investigator O'Leary, Capt. Carr and Lt. Selchau thoroughly and repeatedly reviewed the scientific and professional literature in preparation for trial.. Fire Investigator O'Leary stood cross-examination for three days and was skilled, thoughtful, good natured and professional every moment.

Battalion Chief James Barden, Incident Commander, gave testimony that brought the jury to understand the terrible fire scene and the heroic efforts of the fire fighters to control this dangerous four alarm fire. Firefighter Edward Londono gave a compelling and poignant description of finding the body of Mr. Battershell. Jeff Wong of Video One came to our rescue during trial to describe the content of the scene video tape and provide technical assistance.

Thanks and congratulations are due to the San Francisco Fire Department for the excellent work that brought a fair and just conclusion to the case of the People v. Sandra Fay Taylor.

Respectfully,

Cheryl Matthews

Cheryl Matthews
Assistant District Attorney

James P. Fox, District Attorney/Public Administrator

STEPHEN M. WAGSTAFFE
CHIEF CRIMINAL DEPUTY

ASSISTANT DISTRICT ATTORNEYS
MARTIN T. MURRAY
MORLEY PITT

COUNTY OF SAN MATEO

400 COUNTY CENTER, 3RD FLOOR • REDWOOD CITY • CALIFORNIA 94063
PUBLIC ADMINISTRATOR (650) 363-4475 • DISTRICT ATTORNEY (650) 363-4636

May 20, 2002

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

RE: Sharon Leuenberger homicide

Dear Chief Trevino:

This letter is sent in commendation of one of your fire inspectors. I would like to extend my thanks and appreciation to Inspector Brendan O'Leary who recently testified in the case of People v. Ciriaco Valencia.

This was an extremely violent homicide case. On March 3, 1998, defendant Valencia bound and gagged the victim, Mrs. Sharon Leuenberger, sexually assaulted her then murdered her by entombing her head in duct tape. The defendant removed the victim's body from her Hillsborough residence in a stolen van and later made a ransom call to the victim's husband. The defendant's efforts to collect the ransom were thwarted by a flat tire on the van he was driving and he was forced to abandon the van with Mrs. Leuenberger's remains on a street in San Francisco. The defendant unsuccessfully attempted to destroy the victim's body and the evidence in the van by lighting the van's interior on fire. The fire ultimately extinguished itself and Mrs. Leuenberger's body was found inside the van the following day.

Defendant Valencia was charged with first-degree murder and numerous special circumstances, including murder in the commission of rape, sodomy and kidnap. The case went to a jury trial that concluded this past week.

This was a long, difficult trial. The investigation of the crime involved law enforcement officers from five different police agencies, analysts and experts from four different crime laboratories and experienced inspectors from your department. There were, quite literally, hundreds of pieces of evidence and over one hundred witnesses to various aspects of the case. Extensive pre-trial preparation was necessary to get the case ready to present to a jury and your inspector was unerringly cooperative during that process as well as during the trial itself. He proved himself to be not only an excellent witness but also a consummate professional in every way. It was a genuine pleasure to work with him.

Last week the jury convicted the defendant of all counts and special circumstances. This will ultimately result in a sentence of life without the possibility of parole. This was a case where justice has truly been served and Inspector O'Leary most certainly played a primary role in that service. I extend to him my thanks and to you my congratulations on having talented, dedicated inspectors such as him working for your department.

Very truly yours,

JAMES P. FOX, DISTRICT ATTORNEY

By _____
Elizabeth L. Raffaelli, Deputy

415 397-3599

Fax 415 421-3149

Robert P. Varni
Ten Miller Place
San Francisco, CA 94108-2059

May 17, 2002

Mario Trevino, Chief
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

In the early morning of April 10, 2002, I suffered a severe heart attack. My wife dialed 911 and informed the dispatcher of the situation. Within 4 minutes the San Francisco Fire Department arrived at my home.

I remember their arrival and their early efforts to resuscitate me before I fell into an unconscious state. By all accounts, I was dead. They persisted, got my heart beating again and delivered me to the St. Francis Hospital Emergency Room.

Twelve hours in the Emergency Room, three days in intensive care following surgery and I was home again; alive and well. Today, five weeks later, I feel great.

I am writing to thank, and commend, those members of SFFD who saved my life:

Para-medics	Robert Miller
	Kjell Harshman
Captain	Tony Soule
Firefighters	Eugene Murphy
	Brian Kyono
	Victor Wong

Gentlemen, My wife adores you and I thank you!

Sincerely,

Robert P. Varni

Robert P. Varni

Blue Shield of California
An Independent Member of the Blue Shield Association

VIA FACSIMILLE

May 28, 2002

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

This is a letter of appreciation for Lieutenant Fernando Juarez's Floor Warden training/safety presentation on May 21, 2002. Blue Shield of California's Corporate Office and its Floor Wardens always appreciates the Lieutenant's invaluable knowledge and experience. Thank you very much for authorizing Lt. Juarez's appearance at our company.

Sincerely,

Carol Wakayama

Carol Wakayama
Workers' Compensation Coordinator

HUCKLEBERRY YOUTH PROGRAMS

ADMINISTRATIVE OFFICES
3310 Geary Boulevard
San Francisco, CA 94118
415 668 2622
Fax 415 668 0631
www.huckleberryyouth.org

SAN FRANCISCO SERVICES
Huckleberry House
1292 Page Street
San Francisco, CA 94117
415.621.2929
Fax 415.621.4758

Cole Street Youth Clinic
555 Cole Street
San Francisco, CA 94117
415.386.9398
Fax 415.386.8212

Community Assessment &
Referral Center (CARC)
121 Leavenworth Street
San Francisco, CA 94102
415.567.8078
Fax 415.567.8226

MARIN SERVICES
Nine Grove Lane Shelter
9 Grove Lane
San Anselmo, CA 94960
415.453.5200
Fax 415.453.8418

Huckleberry Teen
Health Program
Montecito Plaza
361 Third Street, Suite G
San Rafael, CA 94901
415.258.4944
Fax 415.258.4943

Fernando Juarez
Lieutenant
San Francisco Fire Department
Office of Community Affairs
698 2nd Street, Room 313
San Francisco, CA 94107-2105

May 24, 2002

Dear Lieutenant Juarez:

I want to sincerely thank you for coming to Huckleberry House and providing our staff with an **outstanding** presentation on fire safety, prevention and earthquake preparedness. Your knowledge and information was quite impressive and I know that our staff and myself are much more prepared and informed today because of the presentation.

Every day at Huckleberry House, we are tending to the needs and safety concerns of at-risk adolescents in San Francisco. Your training enhanced our work here by making us more aware of the safety of our house and how to maintain that safe environment that we promise to each young person who walks through our door.

Thank you again for taking the time to come and visit us. I look forward to maintaining this relationship in the future (hopefully only in non-emergencies though!)

Sincerely,

Monica van Steen
Residential Supervisor
Huckleberry House

Cc: Mario H. Trevino, Chief of Department

WALLENBERG TRADITIONAL HIGH SCHOOL

May 21, 2002

Mr. Daniel Sullivan ADC
698 Second Street
San Francisco, Ca. 94107

Dear Mr. Sullivan,

I would like to express a very sincere thank you from the students, parents, and faculty of Wallenberg Traditional High School for your contribution as a speaker and presenter at our Career Day on May 8, 2002.

This was the first time we had attempted such an event in this format and we are extremely pleased at the success we experienced. Not only did the students learn a great deal from each and every speaker, but we are also confident that this was a valuable educational experience that will have a life-long impact on our student's lives.

We hope that you enjoyed your afternoon with our students. Again, on behalf of the entire Wallenberg community, we thank you for your time and willingness to help in education.

Sincerely,

Dr. Steve Hirabayashi, Principal

40 Vega Street San Francisco, California 94115 (415) 749-3469

115.420.1940
nbm@sfsu.edu

mbm
michael bernabe mendoza

six-twenty washington street
daly city, california 94015

May 14, 2002

t. Nicol P. Juratovac, Administrative Officer
Chief's Office
an Francisco Fire Department
98 Second Street
an Francisco, CA 94107

ear Lt. Juratovac:

am writing to thank you for coordinating my scheduled interview with Station No. 19's Officers and Firefighters, for my ire Science 50 class at City College of San Francisco.

My Spring 2002 Term Assignment, interviewing one Senior Firefighter and one Probationary Firefighter, was a very educa-onal and rewarding experience. I was particularly impressed with the level of professionalism maintained by all Members of Sunday, April 14th's C Watch at Station No. 19. I also want to thank all Members for doing what they had o do to make sure that I felt welcomed and at home during their shift.

lease forward the two enclosed letters accordingly to Firefighter Carl Barnes and Probationary Firefighter Carol Wiley.

gain thank you for your coordination of this project, which allowed myself to accomplish this assignment and receive ne highest mark of achievement.

would also like to know if it would be appropriate to give and/or present finished copies of my Spring 2002 Term ssignment to both Members of the San Francisco Fire Department.

lease feel free to contact me at your earliest convenience.

hank you for your time.

ncerely,

Michael B. Mendoza

Michael B. Mendoza, M.A.

420.1940
n@sfsu.edu

mbm
michael bernabe mendoza

six-twenty washington street
daly city, california 94015

May 14, 2002

ighter Carl A. Barnes
Lt. Nicol P. Juratovac, Administrative Officer
f's Office
Francisco Fire Department
Second Street
Francisco, CA 94107

Firefighter Barnes:

ld like to thank you for your participation in City College of San Francisco's Fire Science 50, *Spring 2002 Term* ıment, on Sunday April 14th, 2002.

willingness to assist myself with this project was very educational and rewarding. Not only was I able to complete ssignment, but more importantly my experience gained that day, at Station No. 19, strengthened my knowledge ınderstanding of how important the San Francisco Fire Department is to Our Community.

ld also like to commend all Members, assigned to Station No. 19's C Watch on that day, for their cordial recep- nd high level of professionalism exercised on my scheduled visit.

you for your time.

ely,

ıel B. Mendoza, M.A.

415.420.1940
mbm@sfsu.edu

mbm
michael bernabe mendoza

six-twenty washington stree
daly city, california 9401

May 14, 200

Probationary Firefighter Carol Wiley
c/o Lt. Nicol P. Juratovac, Administrative Officer
Chief's Office
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Probationary Firefighter Wiley:

I would like to thank you for your participation in City College of San Francisco's Fire Science 50, *Spring 2002 Term Assignment*, on Sunday April 14th, 2002. Understanding that you are a Probationary Firefighter, I wish to extend further gratitude and appreciation, on my behalf, for taking a few minutes from your busy shift to work with myself.

Your willingness to assist myself with this project was very educational and rewarding. Not only was I able to complete the assignment, but more importantly my experience gained that day, at Station No. 19, strengthened my knowledge and understanding of how important the San Francisco Fire Department is to Our Community.

I would also like to commend all Members, assigned to Station No. 19's C Watch on that day, for their cordial reception and high level of professionalism exercised on my scheduled visit.

Please note that I wish you the best of luck and sincerest thanks for your help.

Thank you for your time.

Sincerely,

Michael B. Mendoza, M.A.

Dear Chief,

Just a quick note too compliment your dept. And mention how professional,and friendly your people were,when they responded too my call about my fire alarm on Thu/30/2002 I found them very helpful,and sincere,and I just thought you would like to know,thanks again,

Eric Utin

Eric Utin
2451 Sacramento St Apt 209
San Francisco CA 94115-2204

SF
F50
2
6/27/02
Final

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, June 27, 2002 – 5:00 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. On **ROLL CALL,** the following were noted present:

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Carlotta del Portillo
Commissioner	Paul A. Conroy
Chief of Department	Mario H. Treviño

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JUL 8 2002

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PUBLIC LIBRARY

2. **PUBLIC COMMENT**

There was no public comment

3. **CLOSED SESSION**

Pursuant to the Ralph M. Brown Act, Government Code Section 54947, and the San Francisco Administrative Code Section 67.10(b), the Fire Commission will meet in closed session for the performance evaluation (Merit Pay – MOU) of Public Employee Mario H. Treviño, Chief of Department.

1. Commissioner Roeca moved for closed session. Commissioner Norman seconded. The Commission went into closed session at 5:25 p.m.
2. There was no public comment pertaining to the closed session.
3. The Commission reconvened in open session at 6:05 p.m.
    a. Commissioner Roeca moved and Commissioner Conroy seconded not disclose any discussion held in closed session.
    b. Commissioner Conroy moved and Commissioner del Portillo seconded to disclose action taken in closed session.

    The Commission decided by a vote of 5-0 that Mario H. Treviño, Chief of Department, should receive a five percent merit pay award in accordance with the applicable provisions of the MEA's Memorandum of Understanding.

4. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 6:10 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-16

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – June 27, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

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PUBLIC LIBRARY

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Mario H. Treviño - Chief of Department

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White - Division of Training
Gary P. Massetani - Division of Fire Prevention & Investigation

Chief Officers – Staff:

Lorrie A. Kalos - Administration
Paul D. Jones - Operations
Marshal Isaacs, M.D. - Emergency Medical Services
Jane Smith - Emergency Medical Services

Chief Officers – Firefighting Services:

George W. Maloney - Division 2
Richard D. Baccco - Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of June 13, 2002.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through O) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, May 25 through June 7, 2002.

B. Appointments

Reporting the following PROBATIONARY appointments effective *JUNE 10, 2002*:

H2 Firefighter

Name	*Vice*
Ollie D. Banks	Melody Sams, resigned
Seth A. Bertram	Sonya Graham, resigned
Albert D. Bronson, Jr.	Annual Salary Ordinance Authorized Position
Patrick T. Bryan	Patrick Bryan, resigned
Yusufu B. Caungula	John Henderson, retired
Patrick R. Connolly	David Grainger, retired
Brian F. Duffy	Thaddeus Golas, retired
Eugene C. Duru	Annual Salary Ordinance Authorized Position
Denise A. Elarms	George Bullwinkel, retired
Laverne Falesoga	Ernest Taylor, retired
Mitchell A. Francis	Gregg Takeuchi, resigned
Diedre D. Gibson	Stephen Serguson, retired
Ivan C. Gomez	James Riley, retired
Jeff R. Gomez	Allan Reinhard, retired
Amador A. Herrera	Dennis Pardini, retired
Vjeko Ivankovic	Frank Puccetti, deceased
Stephen J. Kloster	Stephen Kloster, resigned
Juan D. La Chica	Zachary Nathan, resigned
Julie C. Mau	Martin McGuinn, retired
Salvador M. Monico	Eugene Maher, retired
Robert A. Muhammad	Fred Fegan, retired
Eileen C. Needham	James Edward, retired
Thomas J. O'Brien	Robert Cowan, resigned
Joshua E. Parks	Stephen Christensen
Anthony P. Santos	Gary Barisone, retired
Amy D. Swanson	Donald Alexander, retired
Damen J. Tolliver	Dave Shapona, deceased
Laura C. Waskell (Attia)	Alvin Wong, resigned

Reinstatement

Reporting the following reinstatement effective *JUNE 25, 2002:*

H2 Firefighter

Edward Barbero (vice: Edward Barbero, H3 to H2)

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Taylor, Sidney	H2 Firefighter	Service	Mar. 01, 2002
Ugrin, Leal K.	H2 Firefighter	Vesting	Apr. 01, 2002
Farrell, Frances L.	1454 Executive Secretary III	Service	Jun. 29, 2002

(Retirement Certificates will be presented at Fire Commission meeting of July 25, 2002)

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent Sgt. E-5	H2 FF	06-08-02 thru 06-22-02	8	US Army Res. Moffett Field, CA	Attend Annual Training

E. Resignation

Submitting resignation of 1450 Executive Secretary I Carol Lindgren, effective close of business June 7, 2002. (Resigned in order to accept Provisional 1452 position at PUC. Approximate length of service – four years.)

F. Suspension

Reporting suspension of Fire Safety Inspector II Francis Sperisen, Bureau of Fire Prevention, for one calendar day, May 3, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

G. Leave of Absence

Submitting request for leave of absence with pay for Deputy Chief of Operations Bernie Lee and EMS Section Chief Robert Navarro, for two days, June 26 and 27, 2002, in order to attend Metropolitan Medical Response System (MMRS) quarterly meeting entitled: FY 2002 MMRS contract changes with the Office of Emergency Preparedness and California MMRS Cities Regional Meeting, presented by the Department of Health and Human Resources, Long Beach, California. Estimated total cost for transportation and lodging is $826, and is included in the 2001-02 budget. Deputy Chief Lee and Section Chief Navarro will not be replaced.

H. Leave of Absence

Submitting request for leave of absence with pay for Lieutenant Michael Braida, Inspector William Mitchell, and Inspector Gerald Zari, Bureau of Fire Prevention, for five days, June 24 through June 28, 2002, in order to attend Fire Prevention 3A class (Hydraulic Sprinkler Calculations) presented by the IEC Office, San Carlos, California. Registration and transportation will be paid by each member. Lieutenant Braida, Inspectors Mitchell and Zari will not be replaced.

I. Leave of Absence

Submitting request for leave of absence with pay for Lieutenant Nicol Juratovac, Administrative Officer, for 12 days, July 8 through July 19, 2002, in order to attend the

"R123: Executive Development" course offered by the National Fire Academy, Emmitsburg, Maryland. All expenses will be paid by Lieutenant Juratovac. She will not be replaced.

J. Leave of Absence

Submitting request for leave of absence with pay for Lieutenant Robert Kehoe, Bureau of Fire Prevention, for five days, May 13 through May 17, 2002, in order to attend Fire Prevention 2E class (Management Issues and Concepts) presented by the State Fire Marshal's office in Asilomar, California. Registration and transportation will be paid by Lieutenant Kehoe. He will not be replaced.

K. Leave of Absence

Submitting request for leave of absence with pay for Investigator Joseph Scannell, Bureau of Fire Investigation, for 10 days, May 13 through May 24, 2002, in order to attend the "R205: F/Arson Investigation" class presented by the National Fire Academy at the National Emergency Training Center, Emmitsburg, Maryland. Transportation and lodging will be paid by the Federal Emergency Management Agency. Lieutenant Scannell will not be replaced.

L. Leave of Absence

Submitting request for leave of absence with pay for Investigator Angela Freeman, Bureau of Fire Investigation, for five days, May 19 through May 23, 2002, in order to attend the Interview and Interrogation Class presented by Behavior Analysis Training Institute, Inc., in Pleasanton, California. Registration and meals are included in the 2001-02 budget. Investigator Freeman will not be replaced.

M. Leaves of Absence

Submitting requests for leaves of absence with pay from the following:

H2 Firefighter Desmond Cotter, for 10 days (sick leave) from April 25 through May 10, 2002.
(Note: Firefighter Cotter has requested sick leave for 04-25-02, 04-28-02, 05-01-02, 05-07-02 & 05-10-02)

H2 Firefighter Mario Romero, for 8 days (intermittent sick leave), from May 28 through June 15, 2002.

N. Leave of Absence

Submitting request for leave of absence without pay from H2 Firefighter Jana Wakefield, for one year (sick leave), from June 6, 2002, through June 6, 2003.

O. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 7	01-2-199	5/1/02	610	A	File
Off: T/Capt. Joseph Mckeon	Drv: FF Ernest Grays		Tlr: FF Robert Vigil		
Cause: Misjudged clearance - While travelling down narrow street, Trk 7 scraped a parked civilian vehicle					

Medic 43 01-2-200 5/2/02 736 A File
Drv: PX Christopher Candia
Cause: Misjudged clearance - Medic 43, attempting to make a right turn, struck passenger side mirror of a stopped civilian vehicle

Engine 31 01-2-201 5/3/02 508 A File
Off: Capt. James Outley Drv: FF Carl Jepsen
Cause: While responding and exiting station, officer inadvertently pushed remote control causing apparatus door to descend on top of Eng 31

BOE 01-2-202 5/6/02 994 A File
Drv: Storekeeper Juan Gutierrez
Cause: Driver inattention - While maneuvering in front of Station 7 during supply delivery, BOE vehicle struck concrete abutment

Ambulance 94 01-2-203 5/8/02 0 A File
Drv: Paramedic Irene Ager
Cause: Misjudged clearance - While repositioning at an incident, Amb 94 struck a parked civilian vehicle

MMRS Unit, Sta. 10 01-2-204 5/10/02 979 A File
Off: Capt. James Connors
Cause: Misjudged clearance - As officer pulled over to adjust the rear view mirror, MMRS unit struck an overhanging tree branch

Truck 6 01-2-205 5/11/02 626 A File
Off: Lt. Rex Hale Drv: FF Robert Mateik Tlr: PX Sola Chuop
Cause: Misjudged clearance - During tiller training, Trk 6 struck a double parked vehicle which, in turn, struck another parked vehicle

Engine 24 01-2-206 5/11/02 588 A File
Off: Lt. Garet Caulfield Drv: FF Gary Smith
Cause: Misjudged clearance - While responding with red lights and siren and passing several double parked vehicles, Eng 24 struck the mirror of a legally parked vehicle

Engine 32 01-2-207 5/11/02 584 A File
Off: T/Lt. Sueon Wong Drv: FF Lance Martin
Cause: Driver inattention - While pulling up to a street box, Eng 32 turned right too sharply and struck a parked civilian vehicle

Medic 1 01-2-208 5/13/02 0 B Bill
Drv: FF/PM Christopher Heuerman
Cause: Medic 1, while responding with red lights and siren, gained control of intersection and was struck by a civilian vehicle that failed to yield

Medic 18	01-2-209	5/13/02	719	B	Bill

Drv: FF/PM Daniel Loughran

Cause: Medic 18, while responding with red lights and siren, gained control of intersection and was struck by a civilian vehicle which had stopped and then proceeded into the intersection striking Medic 18

Medic 15	01-2-210	5/14/02	738	A	File

Drv: FF Emil Cuan

Cause: While returning to quarters, mirror of Medic 15 struck a parked civilian truck, cracking mirror of ambulance

Engine 40	01-2-211	5/15/02	570	A	File

Off: T/Lt. Austin Wall Drv: FF Donyale Hoye

Cause: Driver inattention - While backing into quarters, driver of Eng 40 became confused by hand motions of spotters and struck door frame with rear view mirror

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through O on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted six letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, informed the Commission that the Department continues to work with the Board of Supervisors on the FY 2002-03 budget. The process has become increasingly challenging with the Department having a contrary meeting before the Budget Committee on Tuesday, June 11th.

Chief Treviño continued on a more positive note and introduced Michael Casner, M.D., as the new Assistant Medical Director. Dr. Casner will be officially known as MD2.

In closing, Chief Treviño announced that this meeting will be Frances Farrell's last Commission meeting as Executive Secretary to the Chief. Ms. Farrell will be retiring after 40 years of service to the City and County of San Francisco - 21 years of service with the Police Department and 19 years with the Fire Department. Chief Treviño acknowledged Ms. Farrell as an outstanding employee, loyal and dedicated to the San Francisco Fire Department. He added that a luncheon is being planned in her honor on July 12th at the St. Francis Yacht Club.

Commissioner Conroy wished to know if the Department had decided upon a company which would perform the transportability study for the CPAT.

Chief Treviño responded that the CPAT itself is on order and the Department should receive it within the next two months. The transportability study has been awarded to the Initiative Partners Group. The company has recently performed fifteen transportability studies for cities, such as Sacramento, Honolulu, Contra Costa County, Kansas City and Dayton.

Commissioner Conroy requested a report for the July 25, 2002 Regular Meeting of the Commission on what actions have already been taken and what is being planned in regard to fitness/wellness program for the Department. Commissioner del Portillo added that she wished to know what plans are being made about the mentoring aspect and training aspect of the program.

Chief Treviño responded that a physical fitness training and mentoring program is already underway with 30 volunteer members of the Department serving as mentors and physical fitness trainers in the CPAT process. Joanne Hayes-White, Assistant Deputy Chief, Training, confirmed that all mentors are serving on a volunteer basis. 120 members were randomly selected by the Department based on race, gender, age, and seniority and were detailed to the Division of Training to fill out a 30-minute survey.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Formal Complaint

Submitted formal complaint against Firefighter Richard Espinoza, dated June 4, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

President Nakajo directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Espinoza that the trial will be held July 25, 2002, at 1:00 p.m.

D. Communications Received by Commission

No communications have been received by the Commission from June 7, 2002, through June 20, 2002.

E. Public Comment

Karen Kerr, representative, United Fire Service Women, wished to thank the Chief of Department, the Fire Commissioners, the command and administrative staffs for their support of *Camp Blaze*. She announced that 32 young women will be arriving July 6, 2002, to participate in the program. Firefighter Kerr welcomed everyone to visit the camp and noted that staff was already heavily involved in volunteering their time as safety officers and instructors.

Commissioner del Portillo thanked Firefighter Kerr for her invitation and stated that she will be there for the graduation ceremonies on July 13, 2002. She added that she would like to commit to sponsoring another young woman to next year's camp.

President Nakajo wished to acknowledge Fran Farrell and her 19 years of dedicated service to the Chiefs of the San Francisco Fire Department. He noted that her position was a particularly sensitive and complex one.

5. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 6:55 p.m. in recognition of Frances Farrell's 19 years of service as Executive Secretary to the Chief of Department.

Tania Bauer
Secretary

PAKALL, INC.
1475 Fairfax Avenue, San Francisco, CA 94124
TEL: 415-648-8570, FAX: 415-648-8590

June 6, 2002

Mr. Mario Trevino, Fire Chief
San Francisco Fire Department
698 - 2nd Street
San Francisco, CA 94107

RE: Landscaping at SFFD yard

Dear Mr. Trevino:

The San Francisco Fire Department and particularly Chief Daniel Sullivan is to be complimented for the very nice job done in landscaping the area around the SFFD facility in the India Basin Industrial Park.

For several years the planted area was an eyesore, but by the initiative taken by Chief Sullivan it has now been transformed with a complete cleanup and new plants. The result is a joy for the eye. As time passes and the plants mature it will surely only look better. This area of the city is deficient in many respects and resources are often put elsewhere. With a tight city budget it is very much appreciated that Chief Sullivan was able to secure funds for this project. It makes this area a nicer place to live and work.

Please make sure Chief Sullivan is made fully aware of how much his effort is appreciated.

Very truly yours,

Knut A. Akseth
President

MIIX/PAKALL GA/L020606 SFFD

COUNTY OF LOS ANGELES

FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE
LOS ANGELES, CALIFORNIA 90063-3294

(323) 881-2401

P. MICHAEL FREEMAN
FIRE CHIEF
FORESTER & FIRE WARDEN

May 24, 2002

Fire Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

I would like to take this opportunity to express my appreciation for the hospitality extended to Captain Mark Viles of my staff by members of your Department. Battalion Chief John Harrington met with Captain Viles on April 7, 2002, to discuss issues regarding high rise firefighting operations from a tactical and command perspective, and to compare the operations of our agencies. Captain Viles was extremely complimentary of the personnel of Fire Station 38, and indicated that Chief Harrington and his staff assistant were courteous and very informative.

Relationships fostered in this type of environment allow us to understand each other's priorities, and provide answers that may ultimately contribute to safer working conditions for our employees.

Please convey our appreciation to Chief Harrington, his staff assistant, and the personnel at Fire Station 38 for their professionalism and willingness to share their knowledge and expertise.

Sincerely,

P. MICHAEL FREEMAN

PMF:amy

c: Battalion Chief John Harrington

WALTER M. BORNY
ATTORNEY AT LAW
477 PACIFIC AVENUE SUITE #200
SAN FRANCISCO, CA 94133-4614
(415) 421-5935 FAX (415) 421-4613

ATTORNEY-AT-LAW (N.J. BAR)
PERSONAL FINANCIAL PLANNER
CALIFORNIA LIFE & DISABILITY AGENT

REGISTERED SECURITIES REPRESENTATIVE
CALIFORNIA REAL ESTATE AGENT
CALIFORNIA PUBLIC NOTARY

Mario Trevino
Chief Of Police
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

June 11, 2002

Dear Chief,

Being transported in an emergency situation to a hospital can be a trying experience, even under the best of circumstances. My transport to Saint Francis Hospital was far from that trying experience due to two of your employees. Therefore, it gives me great pleasure to write to you concerning the treatment and care I received from Paramedics Anna Herlitz and Kirt Thomason with Medic 94. They demonstrated an ability to diligently perform their duties and exhibit a genuine concern for my comfort and safety.

They discharged their professional duties in a uniformly excellent manner. Both reflected a high degree of application and conscientiousness on their part. I could tell that both individuals are hard working, competent, and reliable employees.

It is my unqualified opinion that both Ms. Herlitz and Mr. Thomason are a most valuable addition to the staff of any organization.

Sincerely,

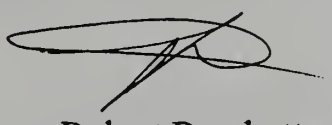
Walter M. Borny

Letrecm08

Mario Trevino
Chief of the Department
City and County of San Francisco
698 2nd street
San Francisco, Ca.

I would like to commend Scott Eberhart and Tracy Cavaretta and the staff At EMS for the treatment I received on 4/5/02. They were all very attentive and courteous. It is great to know that we have such a fine EMS Division in the fire department. I am writing this letter so they maybe acknowledged for the great care that was given to me.

Thank you



Robert Rowbottom

Robert Rowbottom
1308 Guerrero street
San Francisco, Ca 94110-3623

Twin Peaks Improvement Association
P. O. Box 31002
San Francisco, California 94131

June 2, 2002

Daniel A. Sullivan
Assistant Deputy Chief
Division of Support Services
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Dan:

Please accept this belated "Thank you" on behalf of the Twin Peaks Improvement Association and, especially, many of the neighbors who have expressed their appreciation for your efforts in the cleanup of the "Triangle" at Palo Alto and Marview Avenues. I have enclosed, for your information, a copy of our recent newsletter which applauds the excellent work you have done.

We are hopeful that you will be able to, somehow, implement a routine maintenance program for the area.

We would also like to investigate the possibilities for upgrading the area and planting some type of vegetation which would prevent the growth of weeds, present an improved appearance and require little maintenance.

As you mentioned at our last meeting there may be some City agencies which could help us in this effort (Arboretum, Friends of the Urban Forest, Department of Parks and Recreation, San Francisco Beautiful, etc.). Possibly we could work together to accomplish this.

I will plan to contact you in the near future to discuss possible directions. Please call if you have any ideas or recommendations.

Thank you again for you cooperation and efforts in working with our community.

Sincerely,

Carl A. Kuhn 70 Palo Alto Avenue, S.F., 94114
566-4749 carlkuhn@pacbell.net

Association of Medical Professionals
47-24 Bell Boulevard
Bayside, New York 11361

May 29, 2002

John Darmanin
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear John:

I am writing to thank you for the time that we spent getting to know each other. I proudly wear my pins and will forever keep them close as a reminder of our meeting. I must say that I was very impressed with the professionalism and courtesy that you displayed during the situation that arose. Your swift action helped both mother and child stay calm until family was found.

Following this letter, you will receive a package containing 3M collapsible facemasks as we discussed. Distribute them at your discretion but please be sure that Inspector Patrick Stranahan, who introduced us, gets one. He also displayed professionalism that should make SFFD proud. Within two weeks, I will also send you information on the Fireman's Friend, I.D.N.A. Card.

Thank you again and be safe.

Warmest regards,

Anthony J. Venia
President

P.S. Please make SFFD history to make the first fire department robot because believe me, it will catch on fast! Please do not hesitate to call if I can be of any assistance.

Phone: (718)-229-0111
Fax: (718) – 428-5513
Cell: (917)-749-9000

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-17

MINUTES

Fire Commission

San Francisco, California

July 11, 2002

The Special Meeting scheduled for 4:30 p.m.

on July 11, 2002, has been cancelled.

Tania Bauer
Secretary

DOCUMENTS DEPT.
JUL 22 2002
SAN FRANCISCO
PUBLIC LIBRARY

FIRE COMMISSION
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Tania Bauer, *Secretary*

'02

No. 02-18

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – July 11, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.

JUL 22 2002

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1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Carlota del Portillo

Commissioner Pat Norman was excused for vacation, and
Commissioner Paul A. Conroy was excused for business reasons.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Division of Fire Prevention & Investigation

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Johnny R. Lo	- Administration
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John S. Peoples	- Division 2
Arthur W. Kenney	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of June 27, 2000, and Special Meeting of June 27, 2002.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through N) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during June 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during May 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, June 8 through June 21, 2002.

B. Appointments

Reporting the following PROBATIONARY appointment effective *JUNE 10, 2002*:

H2 Firefighter

James D. Quirke (vice: Daniel O'Donnell, retired)

Reporting the following PROBATIONARY appointment effective *JUNE 24, 2002*:

H2 Firefighter

Brian Kane (vice: Attrition Savings)

Reporting the following PROBATIONARY appointment effective *JULY 1, 2002*:

H2 Firefighter

Gilberto Gonzales (vice: Annual Salary Ordinance Authorized Position)

Reporting the following PERMANENT EXEMPT appointment effective *JUNE 27, 2002:*

2230 Physician Specialist (Part-time)

Ira Lubell (vice: Annual Salary Ordinance Authorized Position)

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Venkatachari, Vasundara	1224 Princ. Payroll/Personnel Clerk	Service	Jul. 01, 2002

(Retirement Certificate will be presented at Fire Commission meeting of July 25, 2002)

D. Resignation

Submitting resignation of Provisional 931 Manager VII Birindar Singh, effective close of business June 28, 2002. (Resigned in order to accept employment. Approximate length of service – 11 years.)

E. Separation

Reporting separation (release from appointment) of Probationary H2 Firefighter Anthony Santos, effective close of business June 20, 2002. (Started work 06-10-02.)

F. Report of Death

Reporting, with regret, the death of Lieutenant Garet J. Caulfied who passed away on June 11, 2002.

G. Leave of Absence

Submitting request for leave of absence with pay for Deputy Chief of Operations Bernie Lee, for four days, August 23 through August 26, 2002, in order to attend the Fire-Rescue International 2002 Expo held by the International Association of Fire Chiefs in Kansas City, Missouri. The fees for the seminar are included in the 2002-03. budget.

H. Leaves of Absence

Submitting requests for leaves of absence with pay for Deputy Chief of Administration Joseph Asaro, Assistant Deputy Chief Raymond Balzarini, Airports Division, and Chief Financial Officer Christine Ragan, for four days, July 24 through July 27, 2002, in order to attend the Collective Bargaining for Public Safety Personnel seminar in Las Vegas, Nevada. The cost for this conference is included in the 2002-03 budget. Deputy Chief Asaro and Assistant Deputy Chief Balzarini will not be replaced.

I. Leave of Absence

Submitting request for leave of absence with pay for Acting Assistant Chief Paul Jones, Department Safety Officer, for four days, July 10 through July 13, 2002, in order to represent the Department at the California Firescope Joint Operations Team meeting in Quincy, California. Funds for this trip are included in the 2002-03 budget. Acting Assistant Chief Jones will not be replaced.

J. Leave of Absence

Submitting request for leave of absence with pay for 1842 Management Assistant Robert Monroe and Firefighter MeiBeck Chung, Community Affairs, Management Services, for one day, July 26, 2002, in order to attend the Building Grant Proposals and Coalitions Workshop in Sacramento, California. Estimated cost is $225 per person for a total of $450, and is included in the 2002-03 budget. They will not be replaced.

K. Leave of Absence

Submitting request for leave of absence with pay for Michael Taylor, Director MIS, for three days, July 17 through July 19, 2002, in order to attend the National Fire Information Council (NFIC) Winter Board and Committee Meeting in Denver, Colorado. Transportation and lodging will be paid by NFIC. Mr. Taylor will not be replaced.

L. Leaves of Absence

Submitting requests for leaves of absence with pay from the following:

Captain Stephen Freeman, for 27 days (sick leave), from May 12 through June 7, 2002.

Firefighter Raymond Foley, for two months (sick leave), from April 28 through July 1, 2002.

Firefighter Mario Romero, for two days (sick leave), June 19 and June 22, 2002.

M. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

Firefighter Angela Romero, for three months (sick leave), from August 3 through November 3, 2002.

Fire Rescue Paramedic Debra Tanis, for one year (intermittent sick leave), from June 18, 2002, through June 18, 2003.

N. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 3	01-2-212	5/15/02	538	A	File
Off: T/Capt. George Ripoll	Drv: FF Christopher Salas				
Cause:	After stopping at an incident, driver of Eng 3 failed to set air brakes and apparatus rolled back striking a civilian vehicle				
Medic 29	01-2-213	5/16/02	742	C	File
Drv: FF/PM Chris Posey					
Cause:	Misjudged clearance - While responding with red lights and siren, Medic 29 gained control of intersection and was struck by a civilian vehicle that failed to yield				
Medic 17	01-2-214	5/17/02	743	A	File
Drv: FF Cecilia Jiang					
Cause:	Misjudged clearance - While backing up at SFGH, Medic 17 struck a concrete pillar				
Engine 41	01-2-215	5/18/02	536	A	File
Off: T/Lt. John Oshea	Drv: FF Emmon Lew				
Cause:	Misjudged clearance - While entering a parking lot, Eng 41 struck a parked civilian vehicle				
Engine 41	01-2-216	5/19/02	536	A	File
Off: T/Lt. John Oshea	Drv: FF Ken Yee				
Cause:	Misjudged clearance - While responding with red lights and siren, Eng 41 struck the mirror of a double parked vehicle				

Headquarters 01-2-217 5/19/02 304 B Bill
Off: ADC Lorrie Kalos
Cause: While stopped for a pedestrian, HQ vehicle was rear ended

Engine 7 01-2-218 5/19/02 525 A File
Off: T/Capt. David Franklin Drv: FF Joel Sato
Cause: While responding with red lights and siren, Eng 7 lightly struck a civilian vehicle that had proceeded and made a sudden stop and failed to yield to emergency vehicle

Engine 44 01-2-219 5/19/02 506 A File
Off: Lt. Gregory Stewart Drv: FF Lester Lesavoy
Cause: Misjudged clearance - While making a left turn into a narrow street, Eng 44 lightly struck an illegally parked vehicle at the corner

Medic 41 01-2-220 5/20/02 726 B Bill
Drv: T/FF/PM Krista Smith
Cause: Hit and run - While responding to a drill, Medic 41 was struck by a civilian vehicle's passenger door being opened in its path; vehicle fled scene

Ambulance 91 01-2-221 5/21/02 0 A File
Drv: Fire/Res PM Jonathan Meade
Cause: Misjudged clearance - While returning to Plant Building, Amb 91 was struck by a roll up door as it was descending; driver did not allow for proper clearance

BFP 01-2-222 5/23/02 203 B Bill
Drv: Insp. Terrence Smith
Cause: While stopped at a signal, BFP vehicle was struck by a civilian vehicle attempting to park

EMS RC 3 01-2-223 5/23/02 918 A File
Off: P/M Capt. John Cavanaugh
Cause: Misjudged clearance - While escorting Medic 17 to SFGH, RC 3 backed into a parking space and struck a parked pickup truck

Truck 1 01-2-224 5/23/02 624 A File
Off: T/Lt. Eugene Murphy Drv: FF Mark Castagnola Tlr: FF Roger Erickson
Cause: Misjudged clearance (tiller) - While responding to an incident, and attempting to avoid a vehicle in the intersection, Trk 1 swung too wide and struck a civilian vehicle stopped in traffic

Truck 13 01-2-225 5/25/02 621 B File
Off: Lt. Robert Relei Drv: FF John Cheung Tlr: FF Anthony Branchcomb
Cause: While backing into quarters, Trk 13 hooked the exhaust extractor onto rear tiller spot light causing extractor to break; spotters were posted but unable to see extractor

EMS RC 1	01-2-226	5/29/02	926	A	File

Off: T/PM Capt. Sandy Tong
Cause: While backing into rescue/ambulance bay, RC 1 struck Batt. 4 vehicle parked in bay

Engine 32	01-2-227	5/29/02	584	A	File

Off: Lt. Denise Newman Drv: FF Lance Martin
Cause: Misjudged clearance - While responding and attempting to pass a Muni bus, Eng 32 struck a parked civilian vehicle

BFP	01-2-228	5/30/02	203	B	File

Drv: Insp. John Darmanin
Cause: While at a complete stop, BFP vehicle was struck by a bicyclist cutting in front

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through N on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted two letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for June 2002.

Mario Trevino, Chief of Department, informed the Commission that Department staff continues to work with the budget development process. At the direction of the Commission, Administration will be formulating a new electronic and computer policy for the Department. Chief Trevino recommended that Lorrie Kalos, Assistant Deputy Chief, interface with the Commission on this project.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for six days, August 22 through August 27, 2002, in order to attend the Fire-Rescue International 2002 Annual Conference sponsored by the International Association of Fire Chiefs in Kansas City, Missouri. Funds for this trip are included in the 2002-2003 budget.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Formal Complaint

Submitting formal complaint against Firefighter Cynthia Childers, dated June 3, 2002, for violation of the Rules and Regulations as follows:

Section 3912 – Use of Intoxicants/Drugs
San Francisco Fire Department Substance Abuse Policy

President Nakajo directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Cynthia Childers that the trial will be held August 26, 2002, at 9:00 a.m.

E. Special Presentation

Suppression – Special Operations – Section Chief Robert Navarro

Chief Navarro informed the Commission that the unit was created in July of 1997 in EMS and had previously reported to the EMS Chief. Since March 2002, the unit reports directly to the Deputy Chief, Operations. The mission of the unit is to plan, coordinate and test Special Operations procedures for special emergency response situations, such as, (1) bombs or other hazardous devices, (2) terrorism incidents (3) civil disturbances, (4) VIP visits, (5) watercraft rescues, (6) aircraft rescues, and (7) local volunteer urban search and rescue efforts (planned).

Chief Navarro explained that the latest Special Operations project is to create an all-volunteer urban search and rescue (USAR) function at the local level. The Oakland Fire Department and Marin County USAR requested that the Department join them and become part of the Standardized Emergency Management System (SEMS), which must use an incident command system as required by legislation.

The SEMS, with the incident command function, has been used for Mass/Multi Casualty Incidents (MCI) and is being adapted by the Department to working fires with Special Operations assisting in the Incident Command Post overhead team, or working with the Safety Officer.

Chief Navarro noted that the Police and Fire Department train together for weapons of mass destruction (WMD) threats and as part of the Metropolitan Medical Task Force (MMTF). The MMTF leader is a Battalion Chief, the Fire Department's designated Hazardous Materials Battalion Chief, who has the responsibility to coordinate the Police Department, the Bomb Squad, the paramedics who enter the scene, and all medics who would be treating people at the scene of the incident.

Recently, the Department had trained SWAT team members in the use of their SCBAs under actual smoke and fire conditions at Treasure Island. They had been issued the units but did not actually know how to use them. Other joint operations with the Police

Department include the San Francisco Joint Public Safety Air Support Unit with Lieutenant Mark Johnson being the single Fire Department certified pilot for the Police Department's aircraft. A Fire Department Advanced Life Support rescue swimmer is also assigned to the Police Department's rescue boat which patrols the water during mass celebrations, such as the Fourth of July or the Opening Day on the Bay.

Chief Navarro believes that the Fire and Police Department's joint Special Operations are in the vanguard and are setting an example for other City Departments, such as Departments of Public Works, Health and Parking and Traffic, to follow in preparing a joint plan for responding to a major disaster. To this end, the Fire Department is working in concert with Lucien Canton, Director of the Office of Emergency Services, and has already identified high-risk targets of opportunity for terrorism and has requested that identified battalions and division chiefs make pre-plans for responding to such incidents. In addition, Lieutenant Fernando Juarez, at the request of business owners and corporate managers, has started to provide presentations on the type of response that can be expected if there should be a terrorism or weapons of mass destruction incident.

Chief Navarro emphasized that the Fire Department's Special Operations, as well as that of other City department's, must answer to the Mayor's Office of Emergency Services on all issues, which currently involves communications. The need for the Police, Health and Fire Departments, when working in a unified operation, is to have clear and viable communications. Chief Navarro believes that a Unified Command Network, including a Special Operations and Joint Information Networks, is being finalized and will soon be operational.

Special Operations has been tasked with evaluating all the materials and products, such as chemical suits, chemical detectors, etc., that vendors have lately presented as technological advances for responses to weapons of mass destruction incidents. Special Operations is working with focus groups and will identify what is functional for the frontline firefighters, police officers and health workers. Other areas for investigation and evaluation are the new technologies being offered for tracking casualties and for mapping and reconnaissance.

Chief Navarro noted that California is destined to receive $326 million to prepare for terrorism. The funds will be allotted to California MMRS cities of which San Francisco is one. San Francisco was the first of only three cities to receive some previous funding for its preparation against terrorism.

In closing, Chief Navarro reviewed Special Operation's Goals for FY 2002-03: (1) Design and coordinate quarterly inter-agency exercises in (a) response to workplace and school violence, (b) urban search and rescue, (c) joint marine and air support and (d) community readiness for weapons of mass destruction; (2) SEMS jurisdiction priority matrix; and (3) secure equipment and training funds to sustain Special Operations (California MMRS cities).

Commissioner Roeca thanked Chief Navarro for his informative presentation and noted that people in the community are very much on edge about the vague threats and warnings and their possible consequences. He was pleased to see that the Department had taken the lead and that coordination among City Departments existed. Commissioner Roeca wished to know what the funding outlook was in regards to the federal government.

Chief Navarro responded that the funds that had been received previously from the federal government were for terrorism response preparation and have been expended. The Department is awaiting the next installment from the federal government (FEMA) to California, which should be $326 million. FEMA has designated the funds to California cities

that are MMRS cities and to first responders. Since fire departments are considered to be first responders, $18 million is available to San Francisco in addition to $10 million as a MMRS city. He stated that it would be the responsibility of the Department to assist Lucien Canton, Director, OES, to vie for the $28 million available to San Francisco.

Commissioner del Portillo declared that she had an overall sense of security after Chief Navarro's presentation. She wondered if it would be possible to inform the public that the Fire Department has taken the lead in providing this type of readiness. Commissioner del Portillo suggested that this presentation be given to high schools and to seniors, perhaps at senior centers, since there is a high concern for safety in that population that could be alleviated.

Chief Navarro responded that Lieutenant Juarez, Community Services and Public Information Office, has already started the process by addressing meetings of business owners and corporate managers. The next step would be to have the Emergency Disaster Council review the presentation as a tool to be used for community education and to demonstrate that the City, especially the Fire Department, is doing everything possible to be prepared and ready for a mass incident, be it terrorism or weapons of mass destruction.

President Nakajo noted that these special presentations on the various components of the Department are important to the Commission since they provide a deeper knowledge and a better understanding of the divisions, bureaus, sections and units that make up the Department. He shared the opinion of Commissioners Roeca and del Portillo that this type of presentation could be used as a public relations and marketing mechanism for the Department, especially in view of the current budget process, to educate and calm the community in light of the current discussions on terrorism and weapons of mass destruction.

President Nakajo wished to know that when Special Operations participates in various joint operations, which members, and how many, are assigned. Chief Navarro responded that the Department's existing hazardous materials units, rescue squads, emergency paramedics and rescue captains join with the Police Department's bomb squad and SWAT officers to create the MMTF team. He added that no less than 24 members, who are specialists in hazardous materials, confined space rescue and emergency mass casualty, would be assigned when a special operation would be activated.

In closing, President Nakajo wished to know about the customized van that he had observed at working fires from which Chief Navarro and his team operated. Chief Navarro responded that it was a small Aerostar van that he had converted into a mobile command van, filled with radios, that was low key and small so that it could move around inconspicuously. He assured the Commission that the van was operational and could communicate with the Coast Guard, the California Highway Patrol, the Bridge District and, of course, with the Fire, and Police Departments. Chief Navarro pointed out that the van offered the Chief an operational command post site. He noted that one of his goals was to be able to offer division chiefs a central operations command, in a safe concealed location and away from the tactical portion, to run the incident. In some instances, it could entail an operational period that runs days or even weeks.

President Nakajo thanked Chief Navarro for an informative and relevant presentation.

(Please note: A copy of the Special Operation presentation is attached)

F. Communications Received by Commission

One communication was received by the Commission from June 21, 2002, through July 3, 2002.

G. Public Comment

There was no public comment.

5. ADJOURNMENT

Prior to adjournment, President Nakajo congratulated Daniel Sullivan, Assistant Deputy Chief, on his new assignment as Acting Director of the Department of Emergency Communications and wished him well in his new endeavor.

There being no further business to come before the Commission, the meeting was adjourned at 6:40 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE DEPARTMENT

Introduction to Special Operations

Special Operation Section

- July 1997

  Created in the EMS Division

  Reporting: EMS Chief ·····► Deputy Chief of Operations

- March 2002

  Realigned for reporting directly to Deputy Chief of Operations

Special Operations Mission

Plan, coordinate, and test SOP's for
special emergency response operations

- Bomb/Hazardous Device or confirmed incidents
- Terrorism Incidents: Metro-Medical Task Force
- Civil Disturbance Joint Task Force
- Special Unit Operations (VIP, Tactical team, etc.)
- Watercraft Rescue Operations
- Aircraft Rescue Operations
- **Volunteer Urban Search and Rescue (Local)*

SEMS

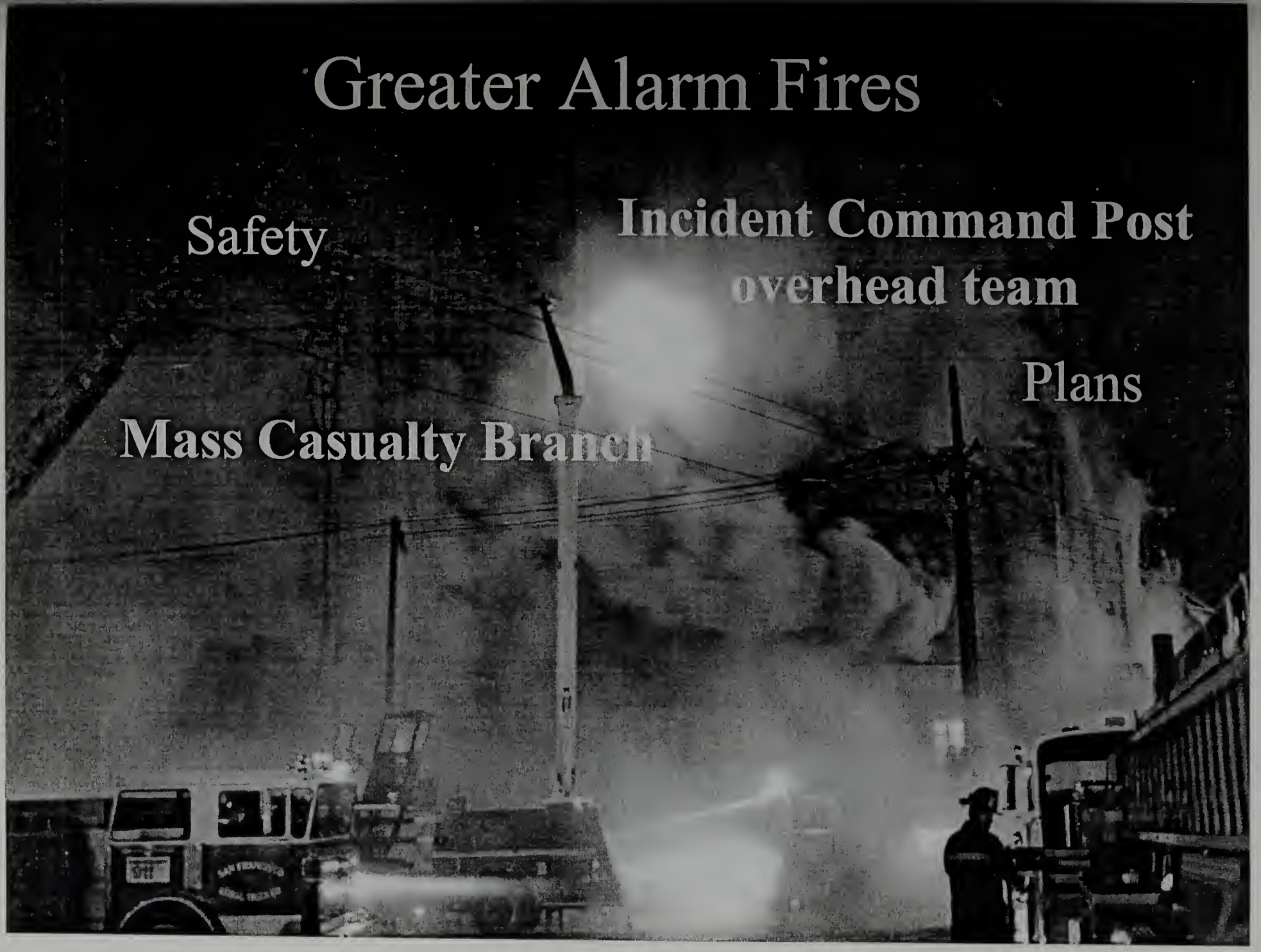
Standardize Emergency Management System

Incident Command Functions

M.C.I.

Mass/Multi-Casualty Incident

Greater Alarm Fires

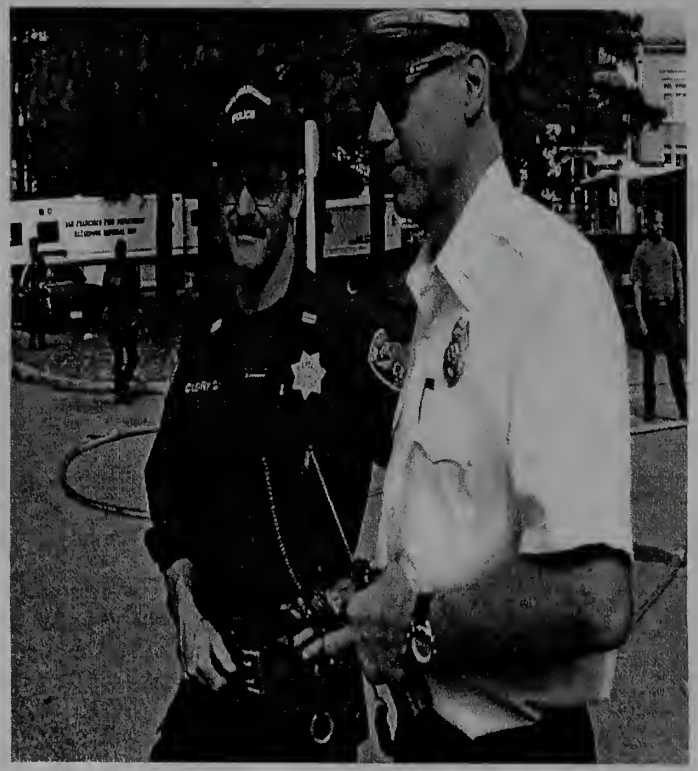


Unified Operations

- Annual Events
  - Independence Day
- Special Events
  - Grand Prix Race
- Y2K & Millennium Celebration

Special Operations
WMD Threats & Incidents

- Hazardous "All Risk" Response
  - Bomb Squad
  - HazMat Specialist
  - SWAT



Metropolitan Medical Task Force

Exclusion (RED Zone) and Mass Decontamination (Amber Zone)

MMTF Leader

Asst. Safety Officer
DPH Envrnmtl Health

ENTRY GROUP
HazMat
EOD
Medics

- Reconnaissance
- Detect & ID Agent
- Mitigation
- Initiate casualty extraction

Mass Decon
Rescue Squad
Decon Team Leader

- Entry Team Decon
- Mass Decon Shower
- Technical Decon

Perimeter Control
Police Specialist
Explosive Search

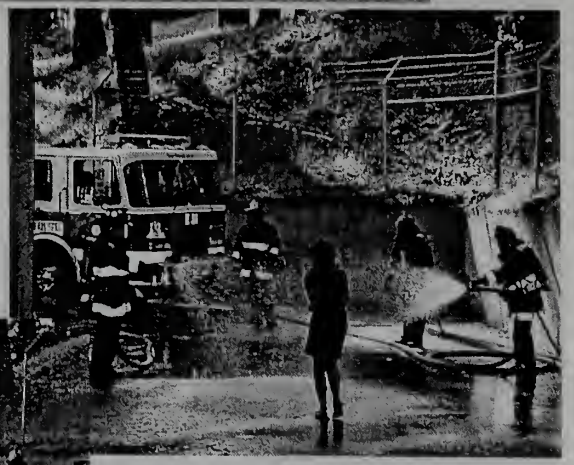
- C.P. secure sweep
- Assist with rescue
- Crime Scene Evidence

Medical
Paramedics / EMTs
Treatment Station

- Austere Medical Care
- Antidote Treatment
- Medical Surveillance

MMTF Drills

- Time to Action
  - Entry into the
    - "Contaminate zone"
  - Extraction of "living exposed casualties"
  - Triage and Treatment
  - Evacuate
- Consequence Management



SWAT Cross Training

Air Support "a joint effort"

San Francisco Joint Public Safety Air Support Unit
First Annual Report

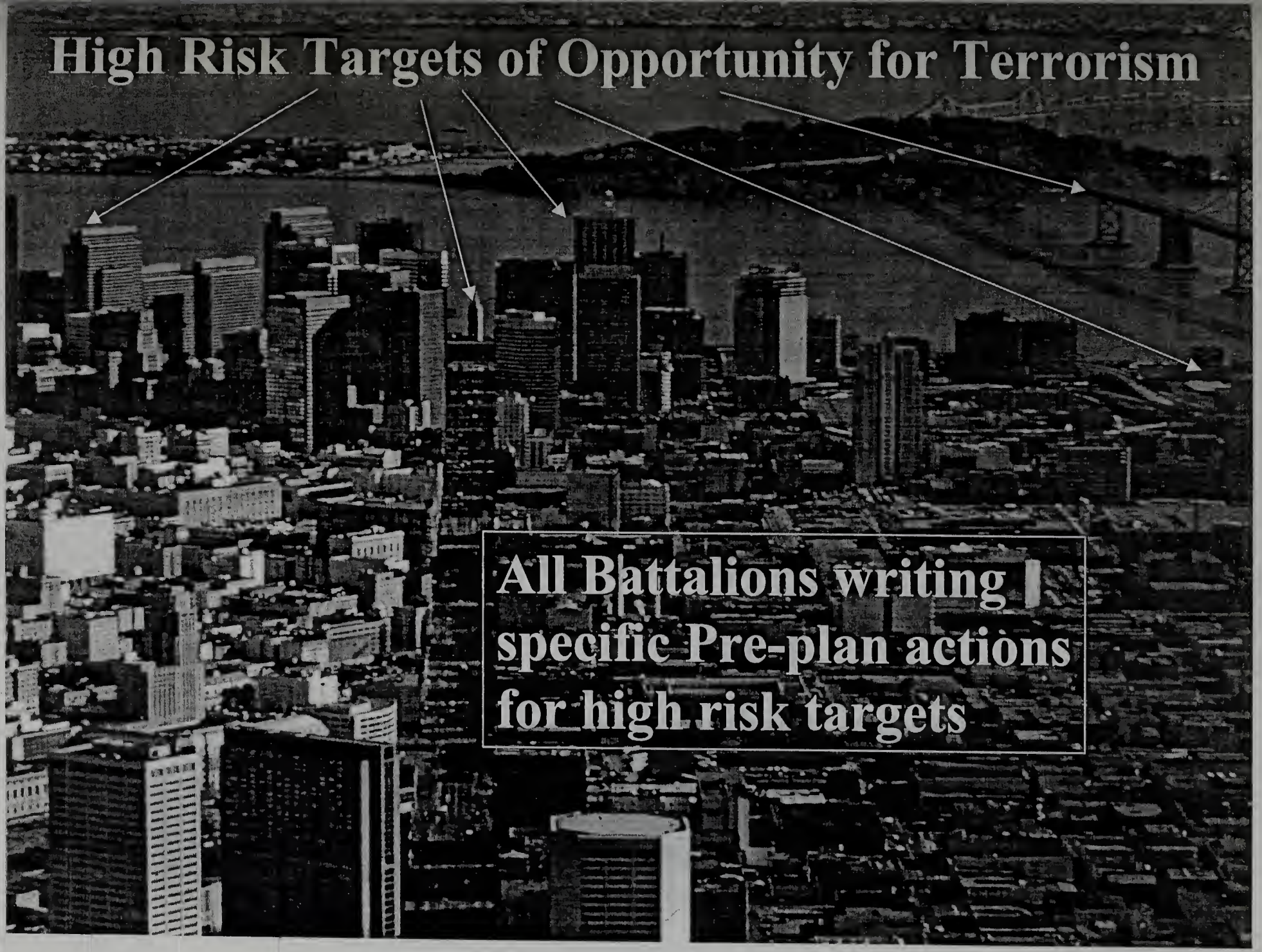
SFPD / SFFD Joint marine Ops. July 4, 2001

Fire and Police Special Operations Vanguard

Incident Action Plans

- Dept. of Public Works
- Dept. of Public Health
- Dept. of Parking & Traffic

The next Special Operations Project
Combine MMTF with USAR


High Risk Targets of Opportunity for Terrorism
All Battalions writing specific Pre-plan actions for high risk targets

Answering Mayor's OES Issues

- **Communications**
  - Unified Command Network
  - Special Operations network
  - Joint Information Network
- **Field**
  - Knowledgeable leadership
  - "Plans" and "Logistics"
  - Mass Decontamination
- **Resources**
  - Recall Specialized members
  - Command Post specialist
  - Coordinating State OES Assets
  - Regional Mutual Aid
- **Technologies**
  - Protective gear & equipment
  - Mapping and Reconnaissance
  - Tracking Casualties

Goals Fiscal Year 2002-2003

- Design and coordinate Quarterly inter-agency exercise
  - Response to Workplace & School violence
  - Urban Search and Rescue
  - Joint Marine & Air Support
  - Community readiness for WMD
- SEMS Jurisdiction Priority Matrix
- Secure Equipment and Training funds to sustain Special Operations (California MMRS Cities)

Pinkerton Burns Security

June 26, 2002

Mario H. Trevino, Chief of Department

Dear Sir:

On behalf of the officers and staff of Pinkerton Burns Security, please accept our gratitude for the excellent presentation given by Inspector David Planka. Inspector Planka's immediate rapport with the officers enhanced the instruction that he graciously accorded our assembly. Inspector Planka represented your efforts and the efforts of your department to keep our citizens from harms way, in the best tradition of the force.

Thank you.

Sincerely,

Marcelo Perez

June 5, 2002

Dear Brock and Jim,

Jim and I had not planned to become personally acquainted with our neighborhood fire station! It "hit home" Saturday a.m., May 25 when you two responded to my 911 ambulance request. I had called Jim's weekend "on-duty" physician first. It wasn't casually done.

Before I could tie my shoes, you were there with two fellow firemen, just in case. Thanks so much, we'll **never** forget that reassuring knock on the door. Both of you quickly gathered information, talked with Jim, checked his blood pressure, etc. You were professional, sensitive and calming. I knew immediately that Jim was in good hands. It was the same with tests in the ambulance before going to UCSF ER. Brock even knew the best route – newly paved – while Jim kept an eye on patient Jim.

Good news! Jim had "benign vertigo," not another stroke. After more tests he was released from ER, and at home with appropriate medication before noon. He has been feeling better each day.

Here's to you, Jim and Brock – two first class (No. 1) firemen from San Francisco Fire Station No. 1! How you all do it, I don't know! I see you and your fellow firemen return and go again before they can back into the station. Somehow, you maneuver through rush-hour traffic, tourists and pedestrians.

THANKS AGAIN,

Jane Yarbrough
300 3rd St. #708
San Francisco, CA 94107

c: Fire Commisioner

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-19

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – July 25, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item No.

DOCUMENTS DEPT.
AUG 6 2002
SAN FRANCISCO PUBLIC LIBRARY

1. **ON ROLL CALL,** the following were noted present:

   President Stephen A. Nakajo
   Vice President Russell S. Roeca
   Commissioner Paul A. Conroy

   Commissioner Pat Norman and Commissioner Carlota del Portillo were excused for vacation.

Bernie F. Lee - Acting Chief of Department

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Division of Fire Prevention & Investigation

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Paul D. Jones	- Operations
Marshal Isaacs, M.D.	- Emergency Medical Services
Michael Casner, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

Aaron C. Stevenson	- Division 2
Ozell Austin	- Division 3 (Acting)

2. **APPROVAL OF THE MINUTES**

   Minutes of the Regular Meeting of July 11, 2002, were not approved due to lack of quorum of members present at the July 11 meeting.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through M) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during May and June 2002.

B. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Ripoll, George J.	H30 Captain	Service	Jun. 01, 2002
Raney, Henry L.	H20 Lieutenant	Service	Jun. 05, 2002

(Retirement Certificates will be presented at Fire Commission meeting of August 22, 2002)

C. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Meneses, Ferdinand SSgt. E-6	H2 FF	07-13-02 thru 07-26-02	8	US Army Res. Houston, TX	Attend Active Duty Training

D. Resignation

Submitting resignation of the following:

H2 Firefighter Constance Sanders, effective close of business July 2, 2002. (Resigned with satisfactory services. Approximate length of service – five years.)

2532 Paramedic Sandra Belanger, effective close of business July 12, 2002. (Resigned with satisfactory services. Transferred from DPH 07-01-97.)

E. Separation

Reporting separation (release from appointment) of the following:

Probationary H2 Firefighter Eugene Duru, effective close of business July 2, 2002. (Started work 06-10-02.)

Probationary H2 Firefighter Vjeko Ivankovic, effective close of business July 16, 2002. (Started work 06-10-02.)

Probationary H2 Firefighter Salvador Monico, effective close of business July 16, 2002. (Started work 06-10-02.)

F. Termination

Reporting termination of 1222 Senior Payroll and Personnel Clerk Rosanna Banias, effective close of business June 19, 2001.

G. Leave of Absence

Submitting request for leave of absence with pay for Assistant Deputy Chief Joanne Hayes-White, Division of Training, for three days, July 17 through July 19, 2002, in order to attend the Training Resources and Data Exchange (TRADE) Annual Meeting in San Diego, California. Lodging and meals will be paid by TRADE. Transportation cost is included in the 2002-03 budget. Assistant Deputy Chief Hayes-White will not be replaced.

H. Leave of Absence

Submitting request for leave of absence with pay for Captain Elmer Carr, Bureau of Fire Investigation, for 10 days, July 22 through August 2, 2002, in order to attend the Post Blast Explosives Techniques Class sponsored by the Alcohol, Tobacco, and Firearms at Fort Hood, Virginia. The tuition and lodging costs are included in the 2002-03 budget. Captain Carr will not be replaced.

I. Leaves of Absence

Submitting requests for leaves of absence with pay for Investigators Dennis King, Brendan O'Leary and Gregory Owyang, Bureau of Fire Investigation, for three days, July 22 through July 24, 2002, in order to attend the California Conference of Arson Investigators Training Seminar in Monterey, California. The cost for this conference is included in the 2002-03 budget. Members will be replaced by vacation relief personnel.

J. Leaves of Absence

Submitting requests for leaves of absence with pay for Margaret O'Sullivan, Medical Leave Supervisor, and Colleen Bales, Assistant to the Medical Director, for three days, July 10 through July 12, 2002, in order to attend the "Advanced Concepts in Occupational Health and Disability Management" conference in Las Vegas, Nevada. The cost for registration for each person is $598, which was included in the 2001-02 budget; however, the cost for transportation and lodging for each person is $361, and is included in the 2002-03 budget. Ms. O'Sullivan and Ms. Bales will not be replaced.

K. Leaves of Absence

Submitting requests for leaves of absence with pay from the following:

Battalion Chief Michael Kearney, for the time period June 1, 2002, through September 1, 2002 (sick leave).

Battalion Chief John Peeff, for the time period June 2002 through June 2003 (intermittent sick leave).

Captain Anthony Stefani, for the time period May 29, 2002, through December 31, 2002 (sick leave).

Firefighter/Paramedic Jeff Brown, for the time period May 26, 2002, through June 17, 2002 (sick leave).

Firefighter Tom Rucker, for the time period April 4, 2002, through April 11, 2002 (sick leave).

L. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

Firefighter/Paramedic James Green, for the time period June 5, 2002, through June 15, 2002 (sick leave).

Firefighter Alissa Van Nort, for the time period June 23, 2002, through June 30, 2002 (sick leave).

Firefighter Eric Sadler, for the time period July 9, July 12, and August 7 through September 6, 2002 (sick leave).

M. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 18	01-2-229	5/24/02	607	A	File
Off: T/Capt. Edward Liggins	Drv: FF David Nonomura		Tlr: FF Michael Horta		
Cause:	While exiting quarters, Trk 18 did not clear station apparatus door, causing damage to right side				
Mini Pumper 43	01-2-230	5/25/02	0	A	File
Off: Lt. James Cunnane					
Cause:	Misjudged clearance - While attempting to maneuver in on-coming traffic in restricted location, Mini Pumper 43 lightly struck a parked civilian vehicle				
Engine 25	01-2-231	5/30/02	511	C	File
Off: T/Capt. William Demattei	Drv: FF Cristobal Guajardo				
Cause:	While attempting to change lanes, Eng 25 struck a small civilian vehicle which was in its blind spot				
Engine 31	01-2-232	5/31/02	576	B	Bill
Off: Lt. Samson Lai	Drv: FF Allen Wong				
Cause:	Eng 31 was struck by a civilian vehicle which was backing out of a driveway				
Truck 5	01-2-233	5/31/02	625	A	File
Off: Lt. Joseph Higgins	Drv: Lt. Joseph Higgins		Tlr: FF/PM Frederick Binkley		
Cause:	Misjudged clearance (tiller) - While maneuvering in DOT yard, Trk 5 struck a parked junk car (used for jaws-of-life drills)				
Engine 7	01-2-234	6/1/02	525	A	File
Off: Lt. William Bartels	Drv: FF Frank Cercos				
Cause:	Misjudged clearance - While making a right turn, Eng 7 grazed the bumper of a parked civilian vehicle				

Engine 29 01-2-235 6/5/02 502 A File
Off: T/Capt. Richard Allen Drv: FF Joseph Beam
Cause: Misjudged clearance - While making a supply lead at a working fire from a low-pressure hydrant, Eng 29 struck a parked civilian vehicle

Truck 2 01-2-236 6/9/02 619 A File
Off: Lt. James Vannucchi Drv: FF Luther Johnson Tlr: PX Gregory Browne
Cause: Tiller error - While making a left turn, Trk 2 struck a parked civilian vehicle with right rear running board

Medic 36 01-2-237 6/10/02 718 B Bill
Drv: FF/PM Erik Brown
Cause: While stopped at an intersection, Medic 36 was struck by a bicyclist who started to move against the traffic signal

Medic 7 01-2-238 6/10/02 734 A File
Drv: FF/PM Andrew Birkhoff
Cause: While positioning at the scene of an incident, Medic 7 struck a parked civilian vehicle

Medic 18 01-2-239 6/11/02 739 A File
Drv: FF/PM Sabine Balden
Cause: Misjudged clearance - While transporting patient and making a right turn, Medic 18 struck construction equipment

BFP 01-2-240 6/12/02 203 B Bill
Drv: Insp. Terrence Smith
Cause: While stopped at a traffic signal, BFP vehicle was rear ended by a civilian vehicle

Engine 42 01-2-241 6/13/02 513 A File
Off: Capt. Edward Arce Drv: FF Edwin Cummings
Cause: While proceeding down a narrow street, Eng 42 struck the mirror of a parked civilian vehicle

Truck 13 01-2-242 6/16/02 621 A File
Off: Lt. Robert Relei Drv: FF Karl Jurado Tlr: FF Sherman Tillman
Cause: Trk 13 struck a concrete stanchion due to tiller operator not adjusting trailer wheels prior to moving

Medic 43 01-2-243 6/21/02 736 B File
Drv: FF/PM Petra Johnson
Cause: Hit and run - While delivering patient to Kaiser emergency room, Medic 43 was struck by a civilian vehicle which fled the scene

Truck 2 01-2-244 6/22/02 619 A File
Off: Lt. Larry Henry Drv: FF David Thompson Tlr: FF Daniel Molloy
Cause: While exiting quarters and turning left, Trk 2 struck a civilian vehicle that had yielded right-of-way to Trk 2

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through M on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 12 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Bernie Lee, Acting Chief of Department, had nothing new to report.

C. Retirement - Fran Farrell

Reporting Award of Honorable Service to the following member:

	Type of Retirement	*Years of Service*	*Retirement Date*
Frances L. Farrell	Service	19	Jun. 29, 2002

Chief Lee presented the Honorable and Distinguished Service Award on behalf of the Commission to Frances Farrell for her 19 years of distinguished service as a member of the San Francisco Fire Department and for 21 years of service in the San Francisco Police Department.

Ms. Farrell thanked the Commission and noted that this Commission represents all of the Commissions that she has worked with over the years. She declared that she has enjoyed her years of service and that it had been a pleasure to work with everyone, both on the Commission and in the Department. Ms. Farrell thanked everyone for the support that had been provided to her and that it was much appreciated.

Bronwen Trice, Aide to Supervisor Gerardo Sandoval, presented Ms. Farrell with a Certificate of Honor from the Board of Supervisors, who had passed a resolution commending her for embodying all the attributes that make a great public servant.

D. Special Presentation – CPAT (Candidates Physical Ability Test) Report

Assistant Deputy Chief Joanne Hayes-White, Division of Training

Joanne Hayes-White, Assistant Deputy Chief, Director of Training, apprised the Commission of the milestones that had been achieved to date in the CPAT process: (1) CPAT adopted by the Fire Commission on May 9, 2002; (2) Transportability Study completed; (3) Course validation completed on June 16, 2002; (4) Proctor training completed on June 14, 2002; and (5) IAFF CPAT Licensing agreement signed.

Chief Hayes-White quoted the goal of the Transportability Study: . . . *is to insure that the skills and abilities required by the departments used for the initial development of the test are sufficiently similar to the skills and abilities required by other departments to allow the test to be applied to these additional departments*. The Department selected the Initiatives Partners Group (IPG), in conjunction with Dr. Jeffrey Sevitsky, J.D., Ph.D., Institute for Public Safety, Indiana, to perform the Transportability Study.

The study itself consists of: (1) a job analysis, (2) an evaluation by incumbents, and (3) an equipment survey. Chief Hayes-White explained that the J*ob Analysis* was completed by a diverse group, inclusive of rank, race, age, gender, and ethnic/minority groups. Approximately 100 members from the ranks of Firefighter, Firefighter/Paramedic, Lieutenant and Captain completed the survey. The *Evaluation by Incumbents* was a survey of 31 questions rating the various tasks regarding Criticality and Physicality on a scale of one to five, with one calling for no effort required and five as extremely critical or maximum physical effort required. The *Equipment Survey* was conducted to ensure that SFFD equipment is similar in function and weight to the 10 departments involved in the initial CPAT study. Additionally, it identified the type, size, and weight of tools, equipment, and personal protective clothing comparing it with initial CPAT participants. The course was validated and the testing site has been approved – Building 180, Treasure Island.

Chief Hayes-White stated that Proctor Training had also been completed, both for event proctors and lead proctors. The event proctor is responsible for monitoring an event and declaring warnings for infractions at the test event. The lead proctor (1) leads a candidate throughout the course, (2) reads instructions, (3) documents the warnings given by the event proctor, (4) stops candidate if a fail should occur, and (5) completes all paperwork for each candidate.

Chief Hayes-White introduced Firefighter Maurice Castain, newly appointed Fitness Program Coordinator. Firefighter Castain is a fully credentialed fitness expert and had previously been the Fitness Coordinator for the Cadet Program. Firefighter Castain informed the Commission that the objective of the CPAT Fitness and Mentoring Program was to identify the fitness needs of each candidate and to assist them to physically prepare for the test. Assistance would be provided to improve their muscular strength, muscular endurance and cardio-respiratory endurance specifically to take the CPAT. A mandatory CPAT Fitness and Mentoring Orientation was held for all candidates at the Division of Training. Candidates were shown the CPAT instructional video and were also given their own CPAT Preparation Guide, which was developed to assist candidates to prepare for the test.

Firefighter Castain related that at the Fitness and Mentoring Orientation, the candidates were given the opportunity to schedule personalized fitness sessions with CPAT staff in the Department's Oak Street gym. The Oak Street gym has been available to all candidates for drop-in attendance since June 2nd and will continue to be open until August 23rd. CPAT staff is in attendance for four hours a day, Monday through Friday, with candidates able to schedule as many personalized sessions as they wish. CPAT staff consists of approximately

30 volunteer Department members of diverse rank, as well as background and gender. Firefighter Castain added that besides the gym workout program, a one-hour running program is also available Monday through Friday.

In closing, Firefighter Castain noted that some candidates have embarked on their own workout program but to date 141 individual workout sessions had been conducted by CPAT staff at the Oak Street gym. Chief Hayes-White, as well as the Commissioners, thanked Firefighter Castain, for his excellent work on developing and administering the current Fitness Program.

Chief Hayes-White briefly provided a midpoint summary of the H-2 Firefighter selection process. There were approximately 585 candidates after written and oral exams at the end of February. A mandatory session was scheduled June 1st and 2nd, which was an orientation session to CPAT. Next the candidates were offered a voluntary walk-through of the CPAT at Building 180 on Treasure Island. Candidates could put a vest on and go through each of the different components, but were never allowed to run through the whole test. This exercise offered candidates the opportunity to get the feel of the equipment and what was expected of them. Another practice session will be scheduled before the actual CPAT takes place on August 24th through August 28th. Chief Hayes-White added that the Department's goal is to select 48 candidates which to hire in October from the 535 currently in the candidate pool.

Commissioners asked questions and discussion ensued with Chief Hayes-White responding. Commissioner Conroy had a final question regarding the wellness/fitness aspect of the program. Chief Hayes-White suggested that Paul Jones, Assistant Chief, Department Safety Officer, respond. Prior to that, she wished to thank the Commission for their interest in and support of the CPAT, and their dedication to the Department. In addition, she wanted to acknowledge the work of Lieutenant Jeff Wong for this presentation and for all the technical expertise he continues to provide.

Chief Jones declared that the Department is only in the initial stages of developing a Wellness/Fitness proposal to present to the Commission. Efforts are being made to request and review information from other fire departments that have established wellness/fitness programs. Responses indicate that fire departments are taking various approaches – some are offering incentives to individuals, others have grant and matching fund money for developing full programs. Both the Medical Leave Supervisor and the Physician's Office are looking for information on this topic and reviewing it. Chief Jones introduced Ira Lubell, M.D., who is one of the Department's two current physicians. Dr. Lubell had been previously employed in Santa Clara County and will be investigating some of that county's programs for applicability to the San Francisco Fire Department.

President Nakajo thanked Chief Hayes-White for an informative and comprehensive presentation, and Chief Jones for the Wellness/Fitness program update. He complimented the Department on progressing in such a timely manner towards the full implementation of CPAT.

Please Note: A copy of the PowerPoint presentation is attached

E. Communications Received by Commission

One communication was received by the Commission from July 4, 2002, through July 18, 2002.

F. Public Comment

There was no public comment.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Tania Bauer
Secretary

CPAT REPORT

July 25, 2002 Regular Commission Meeting

CPAT Implementation Overview

- Adopted by Fire Commission 5-0 on May 9,2002
- Transportability Study completed
- Course Validation completed 06/13/02
- Proctor Training completed 06/14/02
- IAFF CPAT Licensing agreement

Transportability Study

- "In general, the goal of the transportability study is to ensure that the skills and abilities required by the departments used by the initial development of the test are sufficiently similar to the skills and abilities required by other departments to allow the test to be applied to these additional departments".

Initial CPAT study

- Austin, TX
- Calgary, Canada
- Charlotte, NC
- Fairfax County, VA
- Indianapolis, IN
- LA County, CA
- Miami Dade, FL
- NY City, NY
- Phoenix, AZ
- Seattle, WA

Transportability Study

- Conducted by the Initiative Partners Group (IPG) in conjunction with Jeffrey Savitsky, JD, Ph.D.., Institute for Public Safety,Indiana
- Consists of a three-part process including:
  - A job analysis
  - Evaluation by incumbents
  - Equipment survey

Transportability Study
Job Analysis

- Completed by a diverse group as to rank, race, ages, gender, and ethnic/minority groups
- Approximately 100 members from the ranks of Firefighter, Firefighter/Paramedic, Lieutenant and Captain completed survey

Transportability Study
Evaluation by Incumbents

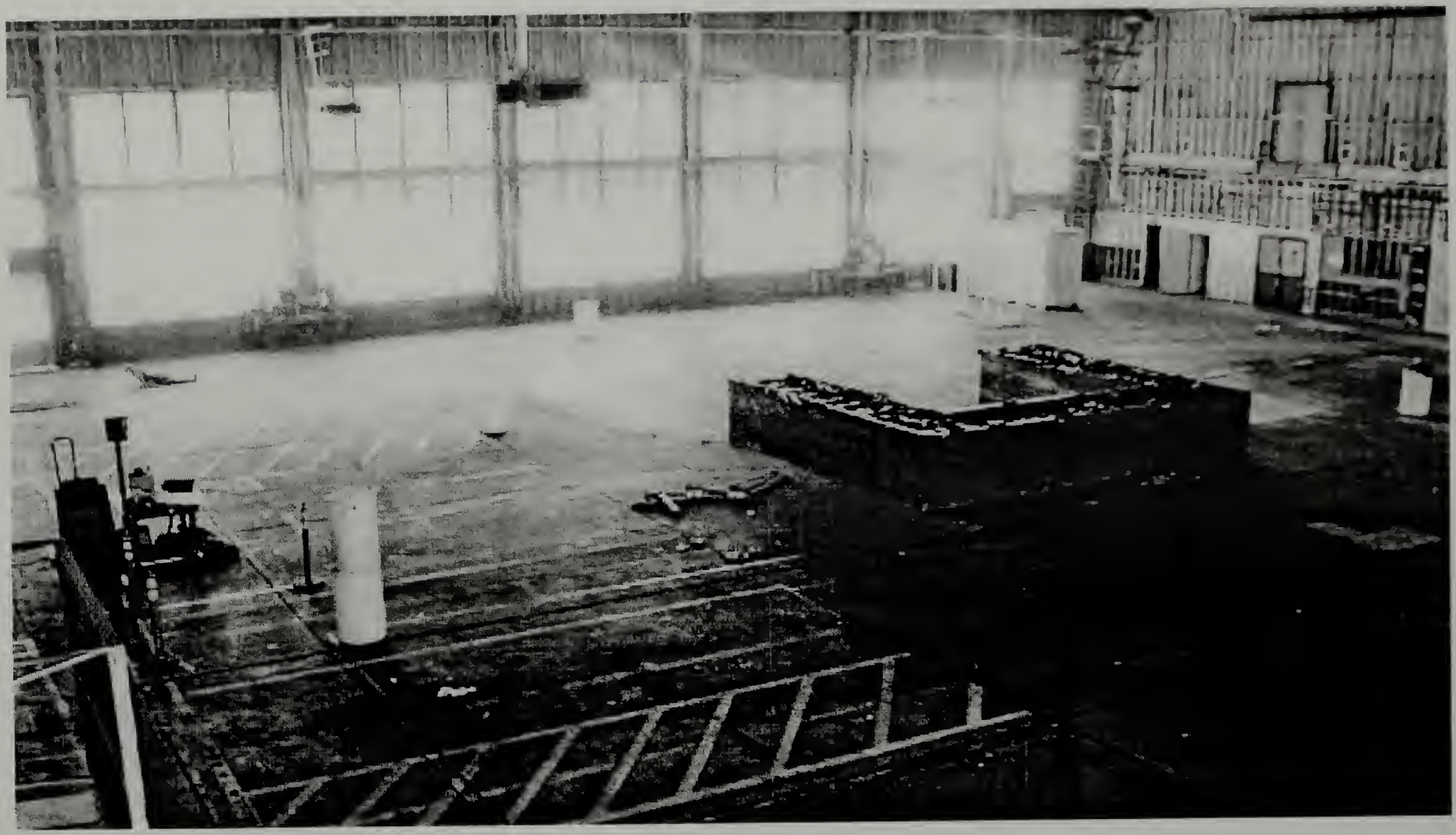
- Thirty-one question survey rating various tasks with regards to Criticality and Physicality on a scale of 1 to 5
- 1 = No effort required or not performed
- 5 = Extremely critical or maximum physical effort required

Transportability Study
Equipment Survey

- To ensure that SFFD equipment is similar in function and weight to the 10 departments involved in the initial CPAT study
- Identified type, size, and weight of tools, equipment, and personal protective clothing to compare with initial CPAT participants

Course Validation

- Completed June 13, 2002
- Approved testing site and course layout
  - Building 180, Treasure Island



Proctor Training

Completed June 14, 2002

- Event Proctor - Responsible for monitoring an event and declaring warnings for infractions at the test event
- Lead Proctor - Leads candidate throughout course; reads instructions, documents the warnings given by the Event Proctor, stops candidate if a fail occurs, and completes all paperwork

CPAT Fitness / Mentoring Presentation

Objective

The ultimate focus is to identify the fitness needs of each candidate and to assist them with attaining sufficient levels of muscular strength, muscular endurance, and cardio-respiratory endurance specific to the demands of the Candidate Physical Ability Test

CPAT Fitness / Mentoring Presentation

- CPAT Fitness Orientation
  - June 1 & 2, 2002 at the D.O.T.
  - June 15, makeup
  - Viewed CPAT instructional video
  - Received CPAT Preparation Guide
  - Opportunity to signup for personalized instruction at the SFFD Fitness Center

CPAT Fitness / Mentoring Presentation

- SFFD Fitness Center - Oak Street
  - Open to all candidates as of June 3
    - Drop-in at anytime during operating hours
    - Private instruction offered until Aug. 23
    - Running program available most days Monday-Friday for one hour
  - 141 personal workout sessions completed to date

H-2 Firefighter Selection Process Midpoint Summary

- One-hour voluntary walk-throughs of CPAT conducted at Treasure Island on June 29 and 30
- Job-related training sessions conducted on July 20 and 21. Candidates presented with an overview of the SFFD.

H-2 Firefighter Selection Process Midpoint Summary

- Candidates have submitted packets and supporting information to Investigative Services Bureau as part of background investigation

H-2 Firefighter Selection Process
Midpoint Summary

- Practice sessions scheduled August 10 and 11.
- CPAT Administration August 24-28
- Goal is to hire class of 48 H-2 Firefighters in October 2002

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103

FRED H. LAU
CHIEF OF POLICE

July 9, 2002

Mario Trevino
Chief of Department
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94102

Chief Trevino:

I would like to thank several members of your Department for their outstanding cooperation and teamwork displayed while assisting us during a critical incident. On Saturday, July 6, 2002. A subject had barricaded himself in the basement at 474 Ramsell and had previously threatened to burn the house down if he was ever confronted by the police. Tactical teams were deployed and the armed subject was captured.

Please convey my appreciation to the following personnel who responded to the scene and provided assistance to me during this operation.

Division 3 Chief Richard Bracco
Battalion 9 Chief Ron Rodriguez
Rescue Captain Jim Fazackerley
Engine Co. 33
Medic 15.

Sincerely,

ROBERT L. ARMANINO
A/Captain
Tactical Division/Special Operations

City and County of San Francisco Recreation and Park Department

July 9, 2002

Mario Trevino, Fire Chief
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

Thank you for authorizing the San Francisco Fire Department's Confined Space Rescue Squad to provide safety required assistance at five of the City and County of San Francisco's swimming pools: Hamilton, Rossi, Sava, Garfield, and Coffman. Closure of these pools was inevitable if the lighting outages were not rectified since, as you know, lighting is critical to the safe operation of the swimming pools.

Lt. Nicol P. Juratovac, Administrative Officer, and Bernie Lee, Chief of Operations, significantly contributed to the success of this endeavor.

Again, thank you for your cooperative effort enabling the Recreation and Park Department to continue to provide diverse opportunities for the people of San Francisco.

Sincerely,

Elizabeth Goldstein
General Manager

EG:MA/dp

Laren Lodge, Golden Gate Park
Stanyan Street
San Francisco, CA 94117-1898

FAX: (415) 831-2099
Phone: (415) 831-2700

Children First Inc.

Excellence in Backup Child Care

July 8, 2002

Chief Of Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino,

Just a note to say thank you again for allowing ChildrenFirst to visit Station 1. When the children returned they spoke about the visit for the rest of the afternoon. It sounds like it was quite a busy morning since the station had two calls while the children were visiting. They were excited to have been a part of this.

We feel so lucky to once again have been able to provide the children with this opportunity to learn about emergency situations and the important role of a firefighter. Thank you for helping us provide an educational yet fun environment for our children.

Sincerely,

Nadine Agosta

Nadine Agosta
Educational Director
ChildrenFirst

Cc: Station House #1

555 California Street · San Francisco, CA 94104 · phone 415.392.7531 fax 415.392.7532

G. William Wilde

July 1, 2002

Attention: Fire Chief
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

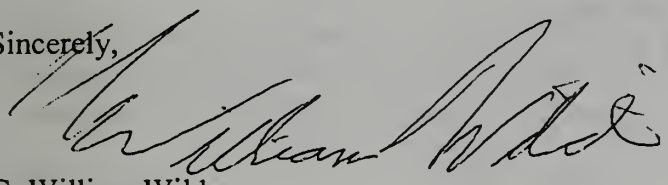
Dear Sir,

I am writing this letter to thank you and commend you for the excellent and opportune help of your department in giving life saving aid to a close friend and employee of my family, Gloria Marin Castillo, the evening of June 22, 2002. We were staying at the Fairmont Hotel when Gloria started to suffocate from a combined asthma – bronchial pneumonia condition. Several of your people were there to help within minutes.

I would particularly like to mention your paramedics, Kristia Smith (M41-C Watch) and Marc Peerson (M41-B Watch). Both of these above people were most competent, considerate and helpful. It is comforting to know that these kind of human beings exist.

Again our most sincere thanks for the rapid response and effective help of your organization.

Sincerely,



G. William Wilde

cc: General Manager
The Fairmont Hotel San Francisco
Atop Nob Hill
San Francisco, CA 94108

SAINT ANNE'S HOME
300 LAKE STREET
SAN FRANCISCO, CA 94118

TELEPHONE 415-531-0941 FAX 415-751-1423 CELL PHONE 415-559-6343

June 28, 2002

Dear Chief Mario Trevino

On behalf of our residents at St. Anne's Home I wish to thank you and the crew of Fireboat #1 for the great enjoyment they brought to our residents when they visited the Fireboat #1. Lieutenant Fred Leidecker had made the needed arrangements, but because of his injury the request had not got to you. I am grateful to your assistant chief who was able to grane the group's coming at such short notice..

Continued blessings on you and on our department

Tuigg

SFFD Chaplain.

CITY COLLEGE OF SAN FRANCISCO

ADMINISTRATION OF JUSTICE & FIRE SCIENCE TECHNOLOGY

50 PHELAN AVENUE • SAN FRANCISCO, CA 94112 • FAX 415. 239.3919
ADMINISTRATION OF JUSTICE • 415. 239.3202 • FIRE SCIENCE • 415. 239.3359

June 25, 2002

Chief of Department Mario Trevino
San Francisco Fire Department
698-2nd St.
San Francisco, Ca. 94107

Dear Chief Trevino:

I am writing to acknowledge the assistance of several members of the Fire Department to the Fire Science program at City College of San Francisco.

Public Information Officer Pete Howes assisted us in Incident Command System 200. He gave a detailed explanation of the role of the PIO in the Incident Command System overall, and more specifically, how he works with incidents that occur in San Francisco, whether planned or unplanned. The students in ICS 200 definitely have a better appreciation of what is involved in the role of a PIO.

Also, Lt. Dave Franklin of Rescue Squad 2 gave a presentation to a class in Fire Strategy and Tactics on the role of Rapid Intervention Teams. He had an excellent video and PowerPoint program that aptly demonstrated all that is involved when fire personnel need rescue. The students all remarked about how thorough and detailed the session was in learning about RIT.

Every semester members of the department help provide valuable assistance to us in teaching Fire Science to students interested in the fire service. The above personnel were extremely helpful to our program this semester.

Sincerely,

Jim Connors
Instructor, Fire Science Technology
Captain, Engine 10

BOARD OF TRUSTEES
DR. NATALIE BERG, PRESIDENT • RODEL E. RODIS, VICE PRESIDENT • ROBERT E. BURTON
DR. ANITA GRIER • MILTON MARKS III • JULIO J. RAMOS • LAWRENCE WONG • TONI HINES, STUDENT TRUSTEE
DR. PHILIP R. DAY, JR., CHANCELLOR

23907
gmt

May 10, 2002

RECEIVED
MAY 13 2002
MAYOR'S OFFICE

Mayor Willie Brown
San Francisco City Hall
One Dr. Carlton B Goodlett Place
San Francisco, CA 94102-4638

Dear Mayor Brown:

I am writing this letter to praise one of San Francisco's firefighters who came to my assistance on April 29th, 2002.

I was involved in a violent incident on my way to work. I was dropped off from a casual carpool ride on the corner of Howard and Fremont. The light turned green for pedestrians to cross and I stepped into the street. A car was speeding down Howard, apparently with no intention of stopping for the red light. I jumped back onto the curb as the car ran the light. Unfortunately, my knee jerk reaction was to hit the vehicle with my umbrella. The driver slammed on his brakes, ran towards me and proceeded to hit me around my head, knocking me down.

A Good Samaritan ran up to the driver to try to get him to stop hitting me. I found out that this person was San Francisco firefighter Norm Rooker, from Station 18, who was on his way to work. As he was trying to calm things down, the passenger jumped from the car and shoved Mr. Rooker. The driver, taking advantage of this diversion, punched Mr. Rooker in the face, causing him to fall to the ground. The driver and his passenger then fled.

If it were not for Mr. Rooker's intervention, I may have been severely hurt, as the driver of the car was totally out of control. As for Mr. Rooker's efforts, he received injuries to his knee and lip, which required several stitches to each.

I am writing this letter to publicly thank Mr. Rooker for coming to my aid. I want to let you know that it is wonderful to have city employees, such as Mr. Rooker, that go above and beyond their duties to assist people in need. He is indeed an asset to the city of San Francisco.

Sincerely,

Donald H. Olander

Donald H. Olander 2033 Damuth St. #1
Oakland 94602

cc: Captain Ed Liggins, SFFD Station 18

OFFICE OF CHIEF
02 JUL -2 AM 8:11
RECD - S.F.F.D.

Norman M. Scott, jr., M.D.
90 Jordan Avenue
San Francisco, CA 94118

415•752•5835

73938

RECEIVED
JUN 13 2002
Mayor's Office

The Honorable Willie L Brown
Office of the Mayor,
City Hall,
San Francisco, CA. 94102

Dear Mayor Brown,

Last night I had a severe insulin reaction--low blood sugar-- and my wife called 911. The response was very rapid--the ambulance from Fire Station 10 arrived almost instantaneously; the paramedics of C Watch knew exactly what to do and behaved in a most efficient and professional manner.

San Francisco is a great, great city for many reasons, one of which is the performance of members of our Paramedical Service. Several years ago I had a similar severe insulin reaction; their response was equally outstanding.

Will you please see that this expression of my gratitude and admiration reaches them through the proper channel Thank you, sir.

Cordially,.

Norman M. Scott

STATE OF CALIFORNIA GRAY DAVIS, Governor

GOVERNOR'S OFFICE OF EMERGENCY SERVICES
DIRECTOR'S OFFICE
P.O. Box 419047
Rancho Cordova, California 95741
Phone: (916) 845-8500
Fax: (916) 845-8516

RECEIVED
3

June 28, 2002

BC Bob Navarro
EMS Division – Special Operations Section
San Francisco Fire Department
P.O. Box 29176, Presidio
San Francisco, California 94129-176

Dear BC Navarro:

On behalf of the Governor's Office of Emergency Services, I would like to thank you for participating in the Golden Gate Bridge Major Incident Response Plan working group. Your efforts resulted in a major contribution to the overall planning effort. Your technical skills and professional counsel were key factors in the success of the working group's development of an efficient and coordinated plan for first response agencies.

This plan has become a model for all the bridges throughout the Bay Area. Clearly this is a significant achievement for the emergency services community and to our Homeland Security efforts.

Sincerely,

DALLAS JONES
Director

SAN FRANCISCO PUBLIC LIBRARY

ACCESS, DISCOVER, EMPOWER

Parkside Branch Library
1200 Taraval Street
San Francisco, CA 94116
TEL (415) 753-7206
FAX (415) 682-9642

June 28, 2002

Administrative Lieutenant Nicole Juratovac
SF Fire Department
FAX 558-3407

Dear Nicole:

The fire fighters who visited the Parkside Branch Library yesterday were absolutely fabulous. They did a wonderful job of explaining fire safety clearly to 60+ children, most of whom were preschoolers. Then they lifted the children up onto the fire truck one by one and each child was able to ring the bell or wear headphones. Each child left proudly wearing a fire fighter badge and glowing with the wonderment of having touched a real fire truck.

Thank you all very much for making so many children so happy.

Sincerely,

Pat Dimmick

Pat Dimmick
Children's Librarian

Telephone +1 916 294 8257
Facsimile +1 916 861 8416
james.logan@barclaysglobal.com

PERFORMANCE THROUGH INNOVATION

BARCLAYS GLOBAL INVESTORS

July 16, 2002

Chief Mario Trevino
San Francisco
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Trevino,

On July 8, 2002 Lieutenant Fernando Juarez conducted a presentation on emergency evacuation, floor leader responsibilities, and earthquake preparedness to 40 of our Building Emergency Team members.

The presentation was very informative and well received by all who attended. We're using Lt. Juarez's presentation as a springboard to solidifying and re-energizing our emergency teams. Lt. Juarez was very helpful in renewing interest in such a critical program.

Would you please convey our thanks to Lt. Juarez for his professionalism and a job well done!

Sincerely,

Jim Logan
Director, Corporate Security

10850 Gold Center Drive, 3rd Floor
Rancho Cordova, Ca. 95670

7-02

My Prayers

Be careful

Stay Safe

When I need you - ALL of you are for me Here - I want to say "Thank you" So special people - you ALL Deserve more credit - Also I always vote for ALL of you!

Thank you Again

Maxine Mariucci
136 Persia Ave.

SAN FRANCISCO FIRE COMMISSION

DOCUMENTS DEPT.

SEP 9 2002

SAN FRANCISCO PUBLIC LIBRARY

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, August 8, 2002, 4:00 p.m.
698 Second Street, Room 221, San Francisco, CA 94107

Item No.

1. **On ROLL CALL,** the following were noted present:

   Commissioner Pat Norman

   Note: Commissioner Norman had been appointed by the Commission President to sit for the Hearing.

   Bernie F. Lee, Acting Chief of Department

   Appearances
   Katharine Hobin, Deputy City Attorney, Counsel for the Fire Department
   Joseph Moriarty, Vice President, San Francisco Firefighters Local 798, Representing Firefighter Richard Espinoza
   Firefighter Richard Espinoza

2. **PUBLIC COMMENT**

   There was no public comment

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST RICHARD ESPINOZA**

   Formal hearing concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Richard Espinoza, dated June 19, 2002, for violation of the Rules and Regulations as follows:

   Section 3926 – Tardiness and Failure to Report

   This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

   Firefighter Espinoza requested a closed session.

   3.1. Public Comment on all matters pertaining to Closed Session

   There was no public comment on the closed session. The Commission went into closed session at 4:15 p.m.

   3.2. Reconvene in Open Session

   The Commission reconvened in open session at 4:25 p.m.

a. **Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Norman received the proposed settlement on behalf of the Commission. She stated that deliberations on the acceptance of the proposed settlement will be scheduled by the Secretary and all parties will be advised of the outcome.

b. **Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Norman declared that none of the discussions held during closed session would be disclosed.

4. ADJOURNMENT

The Special Hearing was adjourned at 4:30 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-21

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – August 8, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo

Vice President Russell S. Roeca and Commissioner Paul A. Conroy were excused for vacation.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Joanne Hayes-White	- Division of Training

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Johnny R. Lo	- Administration
Marshal Isaacs, M.D.	- Emergency Medical Services
Michael Casner, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John F. Harrington	- Division 2 (Acting)
Richard D. Bracco	- Division 3

DOCUMENTS DEPT.
AUG 19 2002
SAN FRANCISCO
PUBLIC LIBRARY

2. APPROVAL OF THE MINUTES

Regular Meetings of July 11 and July 25, 2002.

Since there was no quorum present of Commissioners who attended the meetings of July 11 and July 25, 2002, approval of these minutes was moved to the meeting of August 22, 2002.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through I) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during July 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during June 2002.

B. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Brown, Richard W.	H30 Captain	Service	Jul. 08, 2002

(Retirement Certificate will be presented at Fire Commission meeting of August 22, 2002)

C. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent E-6 Staff Sgt.	H10 C/Aide	07-20-02 thru 08-02-02	8	UA Army Res. Moffett Field, CA	Attend Active Duty Training

D. Suspension

Reporting suspension of H2 Firefighter Jerry Chiang, Rescue Squad 1, for four days, July 31, August 1 and August 3/4, 2002, for violation of the Rules and Regulations as follows:

Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3922 – Acts Detrimental to the Welfare of the Department
Section 3927 – Drills and Instruction – Division of Training and Elsewhere

E. Separation

Reporting separation (release from appointment) of the following:

Probationary H2 Firefighter Brian Duffy, effective close of business August 1, 2002. (Started work 06-10-02.)

Probationary H2 Firefighter Jeff R. Gomez, effective close of business August 1, 2002. (Started work 06-10-02.)

F. Leave of Absence

Submitting request for leave of absence with pay for EMS Chief Richard Shortall, for five days, August 22 through August 26, 2002, in order to attend the International Association of Fire Chief's Fire-Rescue International Conference, in Kansas City, Missouri. There is no cost to the Department. Chief Shortall will not be replaced.

G. Leaves of Absence

Submitting requests for leaves of absence with pay from the following:

Firefighter/Paramedic David Andersen, for the time period from July 9, 2002, through September 6, 2002 (sick leave).

Firefighter Frances Focha, for the time period from July 30, 2002 through July 30, 2003 (intermittent sick leave).

Firefighter Pierre Francois, for the time period from June 24, 2002 through July 31, 2002 (sick leave).

Firefighter Michael Patt, for the time period from June 23, 2002 through July 20, 2002 (sick leave).

Utility Plumber William Chow, for the time period from May 23, 2002 through July 22, 2002 (sick leave).

H. Leave of Absence

Submitting request for leave of absence without pay from Payroll Clerk Carolyn Champagne, for the time period from March 26 through April 1, 2002 (sick leave).

I. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Rescue 1	01-2-245	6/22/02	869	C	File
Off: T/Capt. Patrick Gardner	Drv: FF Jerry Chiang				
Cause:	While responding with red lights and siren, Res 1 struck the left rear of a bus which had made a sudden stop				
Truck 7	01-2-246	6/24/02	620	A	File
Off: T/Capt. Joseph Mckeon	Drv: FF Mark Zhang		Tlr: FF James Carlin		
Cause:	Misjudged clearance (tiller) - While backing into quarters, Trk 7 overcompensated and struck right side of apparatus door; spotters were posted, but tiller did not hear warning due to headphones				
Medic 36	01-2-247	6/29/02	718	B	Bill
Drv: FF/PM Kenneth Dunn					
Cause:	While responding with red lights and siren and making a right turn, a civilian vehicle pulled into the intersection, striking Medic 36				

Medic 7	01-2-248	6/30/02	734	A	File

Drv: FF/PM Michael Ferrara

Cause: Misjudged clearance - While positioning at an incident, Medic 7 lightly struck a parked civilian vehicle

Medic 7	02-03-001	7/1/02	734	B	File

Drv: FF/PM Andrew Birkhoff

Cause: While returning to quarters, Medic 7 struck low hanging TV cable, breaking Medic 7 antenna

Truck 11	02-3-002	7/2/02	617	A	File

Off: T/Lt. Mark Kane Drv: FF Jonathan Okamura Tlr: FF Mario Romero

Cause: Misjudged clearance (tiller) - While exiting station and turning left, Trk 11 over steered, striking two parked civilian vehicles and a debris box

Engine 11	02-3-003	7/2/02	595	A	File

Off: T/Lt. Alphonso Howard Drv: FF Joshua Dicker

Cause: While responding to an incident, Eng 11 needed to back up and failed to notice a small civilian vehicle that was in Eng 11's blind spot, striking the civilian vehicle; no spotters were posted

Engine 17	02-3-004	7/3/02	534	A	File

Off: T/Capt. Rudolph Castellanos Drv: FF Lawrence Conrad

Cause: While responding to an incident and backing up at a narrow street, Eng 17 struck a parked civilian vehicle; spotters were posted, but did not allow driver enough time to stop

Engine 38	02-3-005	7/4/02	589	A	File

Off: T/Capt. Roger Pruyn Drv: FF Geoffrey Quesada

Cause: Misjudged clearance - While responding to a medical emergency and entering a driveway, Eng 38 struck an overhang

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Items A through I on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted six letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for July 2002.

Mario H. Treviño, Chief of Department, apprised the Commission that the Administration was currently working on the next list of provisional appointments. Furthermore, the City's FY 2002-03 budget, including that of the Fire Department, was finalized and signed on August 8th but the Department expects that the Budget Analyst's Office will reopen the Management Audit. Chief Treviño will keep the Commission informed on new developments and issues.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leaves of Absence

Submitted requests for leaves of absence with pay from Chief of Department Mario H. Treviño as follows:

for two days, July 21 through July 22, 2002, in order to attend the Wireless Grant Committee Board Meeting in Reston, Virginia. There is no travel cost to the Department.

for four days, August 10 through August 13, 2002, in order to attend and speak at the Association of Public-Safety Communications Officials International (APCO) Conference in Nashville, Tennessee. All expenses will be paid by APCO and the Metropolitan Fire Chiefs.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the requests for leaves of absence with pay were approved.

D. Meritorious Awards

Submitted for approval recommendations of Merit Advisory Board and Chief of Department for meritorious actions performed by Officers and Members of the Department from October 2001 through March 2002:

Recipient	*Rank*	*Company*	*Date*	*Award*
Adam P. Bustillos	FF	Engine 12	10-14-01	Ltr. of Com.
Dennis J. Zouzounis	LT	Engine 22	12-27-01	Unit Citation
Alberto A. Pedruco	FF	Engine 22	12-27-01	Unit Citation
Todd M. Prakin	FF	Engine 22	12-27-01	Unit Citation
Wayman Ong	FF	Engine 22	12-27-01	Unit Citation
John J. Maguire	Probationary FF	Engine 41	01-04-02	Class C

Michael V. Rolovich	LT	Engine 41	01-04-02	Unit Citation
Frank Hsieh	FF	Engine 41	01-04-02	Unit Citation
John J. Maguire	Probationary FF	Engine 41	01-04-01	Unit Citation
Gary J. Falls	LT	Com. Ctr.	01-27-02	Ltr. of Com.
Andrew J. Birkhoff	FF/PM	Medic 7	02-19-02	Ltr. of Com.
Philip F. Leanio	CAPT	Truck 11	03-11-02	Ltr. of Com.
Robert W. Cunningham	FF	Truck 11	03-11-02	Ltr. of Com.
Gary E. Dolan	FF	Truck 11	03-11-02	Ltr. of Com.
Floyd K. Rollins II	FF	Truck 11	03-11-02	Ltr. of Com.
Anthony Taormina	FF/PM	Truck 11	03-11-02	Ltr. of Com.
James P. Harrington	CAPT	Engine 24	03-11-02	Ltr. of Com.
Michael B. Murphy	FF	Engine 24	03-11-02	Ltr. of Com.
Steven P. Rascon	FF	Engine 24	03-11-02	Ltr. of Com.
Darrell Stone	FF	Engine 24	03-11-02	Ltr. of Com.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the meritorious awards were approved on recommendation of Merit Advisory Board and Chief of Department.

E. Report of Death

Reported, with regret, the death of Firefighter Raymond Foley, Truck 8. Firefighter Foley died on July 27, 2002.

President Nakajo directed that a letter be sent to Firefighter Raymond Foley's family expressing the Commission's sympathy and that today's meeting be adjourned out of respect to his memory.

F. Communications Received by Commission

Two communications were received by the Commission from July 19, 2002, through August 1, 2002.

G. Public Comment

There was no public comment.

5. ADJOURNMENT

Prior to adjournment, President Nakajo welcomed Margaret Baumgartner, Deputy City Attorney and new general counsel for the San Francisco Fire Department. Ms. Baumgartner had previously served as general counsel to the Police Department.

There being no further business to come before the Commission, the meeting was adjourned at 6:20 p.m., out of respect to the memory of Firefighter Raymond Foley.

Tania Bauer
Secretary

Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

Willie L. Brown, Jr. Mayor

Daniel A. Sullivan
Acting Executive Director

July 15, 2002

Re: Recognition of Outstanding Performance

San Francisco Fire Department
698 – 2nd Street
San Francisco CA 94102

Attention: Mario Trevino, Department Chief

Dear Chief Trevino:

I would like to take this opportunity to extend recognition to the Fire/EMS staff assigned at Emergency Communications Department who performed an outstanding public service during a recent emergency after a police officer had been shot.

As a critical part of the emergency response to the situation, Paramedics Captains Dirk VanWaart and Perry Saxton immediately summoned an ambulance that was on scene within 2 ½ minutes of initial transmission. Together with the call takers/public safety dispatchers, the team performed an exceptional duty in behalf of the City's public safety effort. Each participant performed an outstanding job individually and as members of the Emergency Communications Department.

Please accept my sincerest appreciation and congratulations.

Sincerely,

Daniel A. Sullivan
Acting Executive Director

c: SF Fire Commission
BC Doug Goodin
Fire/EMS Personnel File
Paramedic Capt. Dirk VanWaart
Paramedic Capt. Perry Saxton

City and County of San Francisco
Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

illie L. Brown, Jr.
Mayor

Daniel Sullivan
Acting Executive Director

July 18, 2002

Re: A Letter of Commendation

Lt. John Vandervennet
CECC Tour 63, SFFD
Emergency Communications Department
1011 Turk Street
San Francisco, CA 94102

Dear Lt. Vandervennet:

I would like to take this opportunity to personally commend you for responding calmly and professionally during a recent emergency 911 call involving a young child who was not breathing. Taking charge of the situation, you immediately guided the father to perform CPR procedures, thereby saving the child's life.

Your proficient and effective effort was an excellent illustration of the finest tradition San Francisco's public safety team is proud of. It also confirms giving basic first aid instructions over the telephone helps save lives. Together with the public safety communications dispatchers who assisted and provided all necessary support, this combined effort brought to light the outstanding teamwork that exists among the members of the Emergency Communications Department.

I am certainly proud to have you on my staff to have the benefit of your commitment and dedication to your job. Please accept my sincerest appreciation and congratulations for a job well done!

Sincerely,

Daniel A. Sullivan
Acting Executive Director

c: SF Fire Commission
Dept. Chief Mario Trevino, SFFD
BC Doug Goodin
Rescue Captain Perry Saxton
SFFD Personnel File

State of California • Department of General Services • Gray Davis, Governor
REAL ESTATE SERVICES DIVISION
Building and Property Management Branch
455 Golden Gate Ave., Room 2600 • San Francisco, CA 94102
(415) 703-4100 • FAX (415) 703-4604

July 19, 2002

Mario Trevino, Chief of the Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

I am the building manager at the State of California's San Francisco Civic Center Complex. This week we were fortunate to have Lt. Fernando Juarez give a presentation on fire and disaster preparedness. He had multiple sessions on Tuesday, July 16th, and Thursday, July 18th. By popular demand, he returned for one additional presentation on Friday, July 19th. He was assisted by Paramedic Capt. Sebastian Wong for several of the presentations on Tuesday.

Lt. Juarez' program was a fantastic success. He introduced important concepts on fire-life-safety procedures, disaster survival and terrorist awareness/preparedness to over five hundred of our employees. That represents about one quarter of all employees in the San Francisco Civic Center Complex!

The reviews of Lt. Juarez' series have been outstanding. Employees have gone back to their workplace and told co-workers how great the subject matter and presentation were. We have already begun the process of scheduling a NERT class, and because of Lt. Juarez' actions, we may have a waiting list three or four classes deep from the interest he generated.

Lt. Juarez and Capt. Wong provided a meaningful look at safety for our employees from the perspective of fire preparedness. More importantly though, in this post 9-11 era, he embodied the spirit of Homeland Security.

Thank you for providing such a valuable resource for our facility. Please pass on our appreciation to Lt. Juarez and Capt. Wong.

Sincerely,

GLENN DELLA-MONICA, RPA, FMA
Building Manager III

cc: Nick Cimino, Regional Manager

PROJECT
Open Hand
Meals with Love

Transmission Via Fax: 415-558-3407

July 24, 2002

Mario H. Trevino, Chief of Department
San Francisco Fire Department Office of Community Affairs
698 Second Street
San Francisco CA 94107

Chief Trevino,

On July 15, 2002, Project Open Hand had the great pleasure of having Lieutenant Fernando Juarez provide training on Fire Safety and Earthquake awareness to our Emergency Response Team (ERT).

On behalf of the ERT, I would like to not only express our gratitude, but to let you know that Fernando did an excellent job. Everyone in the team is very happy to have attended the meeting and make remarks as how easy it was to understand Fernando and to follow every step of the seminar. We are now looking forward to hold a Fire Drill and have your Department come and assess our efforts to have a successful drill.

Thank you again.

Best Regards,

Gloria Voodre

Gloria Voodre
Operations Assistant

730 Polk Street, San Francisco, CA 94109 tel 415.447.2300 fax 415.447.2490
4700 Telegraph Avenue, Oakland, CA 94609 tel 510.596.8200 fax 510.596.8204
www.openhand.org

SHORENSTEIN

50 CALIFORNIA BUILDING

Shorenstein Realty Services, L.P.
50 California Street
San Francisco, California 94111
415-956-5550
415-391-4861 Fax
www.shorenstein.com

July 25, 2002

Chief Mario H. Trevino
San Francisco Fire Department
698 Second St.
San Francisco, Ca. 94107

Dear Chief Trevino:

We would like to thank the San Francisco Fire Department for allowing Lieutenant Fernando Juarez to speak at our annual Floor Warden Training Seminar on July 23, 2002.

The Lieutenant provided valuable information to all attendees in a format that was easy to understand and held the interest of all. The Power Point presentation was useful in retaining everyone's attention and reinforcing procedures that he spoke about.

We look forward to being able to have the Lieutenant speak at next year's seminar.

Sincerely,

Theresa Krueger
Property Manager

Manuel Moreno
Tenant Administrator

cc: Lt. Fernando Juarez, SFFD

July 1, 2002

San Francisco Fire Department
Chief of Department
Mario H. Trevino
698 2nd Street
San Francisco, CA 94107

Dear Sir:

On behalf of all the children and teachers, I would like to thank Engine 18 for coming on June 25 during our school Safety Awareness Week. The team of firefighters, Lt. Patrick Skain, F.F. Ellen Valerio, F.F. Andrew Birkhoff, F.F. Clarence Ruffin and Lt. Fernando Juarez did a wonderful demonstration in what to do in case of fire, sharing fire safety tips, and introducing tools and equipments used by the fire fighters. The children had fun learning, listening and participating during the demonstration.

The children were all thrilled to have an up close look of the fire engine and to receive stickers and coloring booklets, too.

Enclosed is the children's thank you banner for Engine 18.

Sincerely,

Katherine Harsono
Teacher

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-22

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – August 22, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

DOCUMENTS DEPT.
SEP 9 2002
SAN FRANCISCO
PUBLIC LIBRARY

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Joseph C. Asaro - Acting Chief of Department

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Division of Fire Prevention & Investigation

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Johnny R. Lo	- Administration
Paul D. Jones	- Operations
Michael Casner, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John S.Peoples	- Division 2
Arthur W. Kenney	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meetings of July 11, July 25 and August 8, 2002.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through K) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during July 2002.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, July 6 through July 19, 2002, and July 20 through August 2, 2002.

B. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Terry, Charles L.	H10 Chief's Aide	Service	Aug. 03, 2002
Leonard J. Roberts	H2 Firefighter	Service	Jul. 01, 2002

(Retirement Certificates will be presented at Fire Commission meeting of September 26, 2002)

C. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pruitt, Tyrone Capt. 0-3	H4 Insp.	08-02-00	1	US Air Force Res. Moffett Field, CA	Attend Active Duty Training

D. Suspension

Reporting suspension of H2 Firefighter Keith Baraka, Engine 6, for 10 work days, August 9/10, 12/13, 15/16, 18/19 and 21/22, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

E. Resignation

Submitting resignation of H3 Firefighter/Paramedic Marc Pearson, effective close of business August 7, 2002. (Resigned with satisfactory services. Approximate length of service – two years.)

F. Separation

Reporting separation (release from appointment) of Probationary H2 Firefighter Mitchell A. Francis, effective close of business August 6, 2002. (Started work 06-10-02.)

G. Leave of Absence

Submitting request for leave of absence with pay for Inspector Patrick Stranahan, Bureau of Fire Prevention, for one day, September 19, 2002, in order to attend a class entitled

"Residential Care Facilities" presented by the Santa Rosa Fire Department in Santa Rosa, California. Registration fee will be paid by Inspector Stranahan. He will not be replaced.

H. Leaves of Absence

Submitting requests for leaves of absence with pay for Captain Kenneth Cereghino, Lieutenant Michael Braida, Lieutenant Peter Schembri and Inspector Bert Reyes, Bureau of Fire Prevention, for five days, September 30 through October 4, 2002, in order to attend Fire Management 2E class presented by the California Sate Fire Marshal's office in Foster City, California. Registration fee will be paid by each member. Captain Cereghino, Lieutenant Braida, Lieutenant Schembri and Inspector Reyes will not be replaced.

I. Leave of Absence

Submitting request for leave of absence with pay for Investigator Mary Carder, Bureau of Fire Investigation, for five days, August 5 through August 10, 2002, in order to attend a class entitled "Investigative Interview & Interrogation Techniques" presented by Behavior Analysis Training Institute, Inc, in Sacramento, California. Registration fee is included in the 2002-03 budget. Investigator Carder will be replaced by vacation relief personnel.

J. Leaves of Absence

Submitting requests for leaves of absence with pay from the following:

Firefighter Frank Bonal, for the time period May 27, 2002, through July 20, 2002 (sick leave).

Firefighter Timothy Farmer, for the time period June 30, 2002, through July 11, 2002 (sick leave).

Firefighter Lester Lesavoy, for the time period July 15, 2002, through July 29, 2002 (sick leave).

Firefighter Nathaniel Winston, for the time period July 8, 2002, through July 24, 2002 (sick leave).

K. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 16	01-2-249	5/8/02	614	C	File
Off: Lt. John Hanley	Drv: FF John Sperry		Tlr: FF Carlos Hoy		
Cause:	Misjudged clearance - While responding with red lights and siren, Trk 16 came in contact with a civilian vehicle attempting to pass				
Engine 40	01-2-250	5/27/02	570	B	File
Off: Lt. Rudy Guajardo	Drv: FF Claudio Rivieccio				
Cause:	While Eng 40 was responding and exiting station, the apparatus door did not open fully causing damage to Eng 40's multiversal				

Engine 41 01-2-251 6/10/02 536 B Bill
Off: T/Lt. Gerald Mcmahon Drv: FF Gary Altenberg
Cause: A civilian vehicle was attempting to pass a moving van and struck Eng 41 which was exiting from the station

AWSS 02-3-006 7/8/02 942 B Bill
Drv: U/Plumber Amano Johnson
Cause: AWSS vehicle was struck by a civilian vehicle which was attempting to merge into the lane; civilian vehicle fled scene

Medic 43 02-3-007 7/9/02 736 B Bill
Drv: FF Chuck Watanabe
Cause: While responding with red lights and siren, Medic 43 was struck by a civilian vehicle which failed to yield right of way

Medic 32 02-3-008 7/10/02 719 A File
Drv: FF Antonio Vernon
Cause: While responding to an incident and repositioning at the scene, Medic 32 struck a parked civilian vehicle; no spotters were posted

Engine 14 02-3-009 7/13/02 528 A File
Off: Lt. Roger Bouyea Drv: FF Morgan Petiti
Cause: While responding to a box and maneuvering through congested traffic, Eng 14 lightly struck the rear of a civilian vehicle which had made a sudden stop

Truck 5 02-3-010 7/14/02 625 A File
Off: Lt. John Melanephy Drv: FF Bruce Navarret Tlr: PX Marilyn Lum
Cause: Misjudged clearance (tiller) - During tiller practice, probationary firefighter failed to compensate for a right turn and scraped the left side of a parked civilian vehicle

Medic 3 02-3-011 7/15/02 735 B File
Drv: FF/PM Matthew Schwartz
Cause: While Medic 3 was parked and attending to a patient, a passing vehicle grazed the left side mirror of Medic 3

Truck 2 02-3-012 7/16/02 619 B Bill
Off: T/Capt. Michael Jones Drv: FF Julio Delucchi Tlr: FF Tyson Yee
Cause: While responding with red lights and siren, Trk 2 was struck by a civilian vehicle which had pulled over and then started to back up

BOE 02-3-013 7/16/02 970 C File
Drv: FF James Hodgin
Cause: While proceeding through an intersection, BOE vehicle rear ended a civilian vehicle which had suddenly stopped

Engine 36	02-3-014	7/17/02	504	B	Bill

Off: Lt. Gerald Scullion Drv: FF Frank Cercos IV

Cause: While responding to an emergency dispatch, Eng 36 was struck by a civilian vehicle which failed to stop and yield right of way

MD 1	02-3-015	7/17/02	917	B	Bill

Off: Dr. Marshal Isaacs

Cause: While stopped at a red light, MD 1 was rear ended by a civilian vehicle

Medic 28	02-3-016	7/22/02	714	B	Bill

Drv: FF/PM Sean Bonetti

Cause: While responding with red lights and siren, Medic 28 had stopped in the intersection and was struck by a civilian vehicle travelling at a high rate of speed

Medic 7	02-3-017	7/22/02	709	B	Bill

Drv: FF/PM Andrew Birkhoff

Cause: Responding with red lights and siren, Medic 7 had stopped before proceeding through the intersection against a red light and was struck by a civilian vehicle travelling at a high rate of speed

Medic 13	02-3-018	7/22/02	722	C	File

Drv: FF/PM David Spencer

Cause: While delivering patient to SFGH and attempting a lane change, Medic 13 struck a civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner Roeca moved and Commissioner del Portillo seconded. There were no questions or discussion and Items A through K on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted six letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Acting Chief of Department, Joseph Asaro, informed the Commission that a group of 24 final entry candidates (laterals) has been selected. These individuals will start training on September 26, 2002.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Formal Complaint

Submitted formal complaint against Firefighter Keith Baraka, dated August 9, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

President Nakajo directed the Secretary to comply with Section 4006 of the Rules and Regulations and inform Firefighter Keith Baraka that the trial will be held September 26, 2002, at 2:00 p.m.

D. Communications Received by Commission

One communication was received by the Commission from August 2, 2002, through August 15, 2002.

E. Public Comment

Commissioner Conroy wished to thank Assistant Deputy Chief Hayes-White, Lieutenant Jeffrey Wong and Firefighter Maurice Castain for the informative and comprehensive presentation on CPAT that they had provided earlier. He wished to congratulate Chief Hayes-White and her staff and the Fire Exam Unit for the efficient and prompt manner in which they implemented the CPAT as the physical ability examination for the San Francisco Fire Department. Commissioner Conroy noted that the Commission had only approved the CPAT three months ago and, yet, everything that needed to be done was done including the transportability study. Materials were distributed to all candidates participating in the test explaining how the test would be conducted and providing them with materials for conditioning themselves in order to have the best chance of passing the examination.

In addition, Commissioner Conroy related that a strong monitoring and pre-test training program has been in effect. He noted that he himself had observed approximately 200 candidates taking the opportunity and practicing the different test procedures. He found it to be a fair and open process. Commissioner Conroy complimented Chief Treviño and the administration for the very efficient way in which the test has been implemented.

Commissioner del Portillo wished to add that the implementation of the CPAT in San Francisco is being watched carefully by other parties and the Department must make very sure that excellent records are kept of everything.

Commissioner Norman wished that the significance of CPAT should not be forgotten and wanted to memorialize it. Eddie Angeles, Deputy City Attorney, agreed to draft a document to that effect for the next Commission meeting.

Commissioner Roeca wished to know when the test would be actually administered. Chief Hayes-White responded that the test would be given over a five-day period – August 24th

through August 28th. The Department anticipates five hundred candidates participating – approximately one hundred a day.

Chief Hayes-White again thanked the Commission for their interest in and continuing support of the CPAT. In closing, she wished to point out that Commissioner Conroy had come out to observe the test, had participated in the course and had passed.

President Nakajo thanked Commissioner Conroy and Commissioner Norman for their comments and concurred with Chief Hayes-White on the spirit of this Commission.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:20 p.m.

Tania Bauer
Secretary

t. John's
EDUCATIONAL THRESHOLDS CENTER

3040 16th Street
San Francisco, CA 94103
415.864.5205 Fax 415.864.0916

sjetc@earthlink.net
http://www.sjetc.org

August 2, 2002

Chief Mario Treviño
San Francisco Fire Department
698 Second St.
San Francisco, CA 94107

Dear Chief Treviño,

On behalf of the young people, staff and board of St. John's Educational Thresholds Center, I would like to express our gratitude for the department representation, fire truck and handouts at our 30th Anniversary Celebration on Saturday, July 27, 2002. Please also express our thanks to all the firefighters for their spirited participation and positive energy. The trucks, coloring books and stickers were very popular with the children and youth participants at our special event!

As you may already know, SJETC has provided a vital mix of educational, leadership and visual arts programs and services to the Mission District for the past 30 years. A non-sectarian, non-profit youth development organization, SJETC serves more than 1100 young people and families a year through free programming at the Tutoring Center, the Urban Institute, and Community Bridges Beacon.

Thank you for supporting the organization, community and most importantly, youth of St. John's.

Warmly,

Aparna Shah

We truly appreciate your support!

Aparna Shah
Development Director

Thanks Ethel Pendleton

YOUTH AND COMMUNITY WORKING TOGETHER

He'e Nalu O Marin Outrigger Canoe Club
14 East Sir Francis Drake Blvd., Box A,
Larkspur, California 94939.

August 6, 2002

Chief Mario Trevino
Headquarters SFFD
698 2nd St.
S.F. 94107

Chief Mario Trevino, San Francisco Fire Department

Dear Chief,

This is to thank for your generous support of the He'e Nalu "Round the Rock" Alcatraz Outrigger Canoe race held last Sunday, August 4, 2002. The presence of your fire fighters and the water rescue team made this a safe and successful event. The assistance provided to the canoe crew who overturned, turned a potentially dangerous situation into an easily resolved mishap.
I cannot tell you how appreciative all of the athletes were of the professionalism and friendliness extended by your crew.

Please extend our sincere thanks to Assistant Chief Boudoures, and Deputy Chief Lee. The detail was given to Station #16, where the Water Rescue Team is housed. Lt. Tom Alger was the Engine Office and the Truck Office was Lt. Phil Stevens. Crew consisted of Marc Lopez, Frank Martin, and Terry O'sullivan. The Crew on the Jet Skis were John Ashbrook, Larry McDonnell, Ramon Samon, and Gil Jacobs. Our Alohas to them all!

Sincerely,

Les Scanlan,
President, He'e Nalu O Marin Outrigger Canoe Club

David McGuire
V.P. He'e Nalu O Marin Outrigger Canoe Club

Cc: Deputy Chief Lee
Assistant Chief Bourdares,

August 7, 2002

Dear Chief of the Fire Department,

I would like to commend the outstanding performance of the Firefighters from FireHouse #18 on August 4, 2002 at approximately 12:15 p.m. Additionally, I would like to especially commend the sincere efforts of Firefighter Sig Wallen.

Unfortunately my miscarriage, which had started the previous Wednesday, took a turn for the worse with severe contractions and heavy bleeding. Needless to say, I was very frightened, in severe pain, and possibly in danger. With no one to take me to the emergency, I gave a call to 911. The crew from #18 beat the paramedics and responded admirably. They managed to make me feel safe, calm, and in the best possible hands.

Firefighter Sig Wallen was the main person by my side through the painful contractions. She managed to insert an I.V. into a moving and uncooperative target. I realize that is what the job requires her to do, but it was all the additional little things that she did to make me feel sincerely cared for.

She asked my first name and made sure that everyone would call me Suzie rather than Ma'am, or Miss. She also rubbed my back during the contractions, which was the only relief from the pain, and stopped me from being frightened. That little effort made a magnificent difference and really, really helped. She was kind enough to make sure my cat was safely in the house before they closed the door. She spoke to me clearly without seeming stern or impatient when I was fighting against oxygen masks and other forms of assistance. And she saw me all the way into the ambulance, giving me a very reassuring smile before closing the door, which I will never forget.

While all the Firefighters behaved admirably that day, Sig Wallen stood out as a comfort and sincere care-giver to whom I owe a depth of gratitude.

I would imagine it takes a special person to be a firefighter. They would have to have a certain level of courage, strength, compassion, and patience, for all the trying circumstances they find themselves in at a moment's notice. At least these are the traits I witnessed first hand as this crew made me feel not only rescued, but also truly cared for.

Please commend and send my sincerest thanks to the following:
Lt. Tony Knight
Don Camarillo
Mario Flaviani
Erik Rubalcava
Sig Wallen

With much appreciation,
Suzie Larsen

Chief Mario Trevino
Fax Address: (415) 558-3407

July 31, 2002

I wanted to thank you for sending a truck and firefighters to our picnic at India Basin Shoreline Park on August 3, 2002. Your firefighters were so friendly and informative, the children and adults present enjoyed their company.

Sincerely

Pauline Peele
IBNA Boardmember
Fax: (415) 206-9979
Phone: (415) 641-0521

170 Arguello Blvd.
San Francisco, CA 94118
August 12, 2002

Lieutenant Estrella
San Francisco Fire Dept.
12th Avenue & Geary Station

Dear Lt. Estrella:

We want to give personal thanks to your fire house, for bringing your Engine to our annual Dahlia Garden Volunteer Party in Golden Gate Park Saturday August 3.

Your truck arrived gleaming at just the appointed hour, thrilling both the children and adults at our event. I was most impressed by the kindness of the firefighters to the little ones who climbed over their truck. They let everyone have fun, yet their attention to safety was meticulous. None of the four firefighters--yourself, and FF's Johnson, O'Hara, and Cuan, ever took their eyes of the children. You stayed far longer than we could have hoped, and you made many new friends among our volunteers, and young fans among their children.

Our volunteers donate hundreds of dahlias to the park, and spend thousands of hours bringing them to their peak. It is wonderful for them to get this "thumbs up" from others who work hard to benefit our city, such as your talented firefighters. They are fine ambassadors for the city. Your appearance was the highlight of our party, and will be talked about till next summer, when we would love to have you back.

Thank you again,

Sincerely,

Erik Gaensler
Vice President, Dahlia Society of San Francisco

cc: Mr. Mario Trevino
Chief, San Francisco Fire Department

LYLE W. BARLYN, M.D.
2163 ORCHARD PARK DRIVE
SCHENECTADY, NEW YORK 12309

July 29, 2002

Dear ~~Mike~~, RAMON.

I am writing this note to express my gratitude to you and the SFFD for the enthusiastic hospitality given to me on 7/21/02. I especially wish to thank Lt. Jim Carey and the people of Station 1, as well as Mike Braun of the Shops.

The Department is made up of good spirited and competent individuals who enjoy what they do, and it shows in pride and confidence. As you know, I was taken down to the Shops and I had an excellent time.

Hats off to the great people and the traditions of the SFFD.

Thank you again.
Sincerely,

Lyle Barlyn, M.D.
CC: Chief Mario Trevino
Ramon Mahan
Lt. Jim Carey

SAN FRANCISCO FIRE COMMISSION

02
4:00 p.m

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, September 12, 2002 – 4:00 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. **On ROLL CALL,** the following were noted present:

President	Stephen A. Nakajo
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul Conroy

Vice President Russell S. Roeca was excused for business reasons

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Also present
Margaret Baumgartner, Deputy City Attorney, Counsel for the San Francisco Fire Department

2. **PUBLIC COMMENT**

There was no public comment

3. **COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT**

Commission Deliberations and possible approval of proposed Findings of Fact in a case concerning the formal complaint filed by Paul J. Tabacco, Acting Chief of Department, against Lieutenant Curtis Young, dated February 13, 2001, for violation of the Rules and Regulations as follows:

Section 1123 - Company Records
Section 2801 - Thorough Knowledge
Section 3301 - Normal Channels
Section 3905 - Unfamiliarity with Rules
Section 3922 - Acts Detrimental to Welfare of Department
Section 3935 - False Reports/False Testimony
Section 3942 - Unauthorized Use of Disposition of Property
G.O. 96 A-139 - Trade Rule
Sample Report Book - Policy Pertaining to Time Coming (TC)

A. Commission Deliberations on Proposed Findings of Fact

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

1. Public Comment on Closed Session for Commission Deliberations under Government Code 54957

There was no public comment on the Closed Session.

2. Vote on whether to hold Closed Session

Commissioner Conroy moved to hold Commission deliberations in closed session and Commission del Portillo seconded. The motion was unanimously approved.

The Commission went into closed session at 4:10 p.m.

3. **Reconvene in Open Session**

The Commission reconvened in open session at 4:20 p.m.

a. **Vote whether to report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).**

Commissioner Conroy moved to report on action taken in closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

President Nakajo declared that the Commission, by a roll call vote of 4-0, accepted the Findings of Fact in the Curtis Young case, as prepared by the City Attorneys' Office.

b. **Vote whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).**

Commissioner Conroy moved not to disclose any discussions held during the closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

5. **ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned at 4:25 p.m.

Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Wednesday, September 4, 2002 – 9:00 a.m.

698 Second Street, Room 102 ▪ San Francisco ▪ California ▪ 94107

Item
No

1. **On ROLL CALL,** the following were present:

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Pat Norman
Commissioner	Carlota del Portillo
Commissioner	Paul A. Conroy
Acting Chief of Department	Bernie H. Lee

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Appearances
For the San Francisco Fire Department
Jonathan Rolnick, Deputy City Attorney

For Cynthia Childers
Sylvia Courtney, Counsel
Cynthia Childers

Also Present
Marie Blits, Counsel to the Fire Commission
Timothy Heffernan, staff, San Francisco Fire Department, Stress Unit
Thomas Posey, staff, San Francisco Fire Department, Stress Unit

2. **PUBLIC COMMENT**

There was no public comment

3. **FORMAL HEARING ON A FORMAL COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST CYNTHIA CHILDERS**

Formal hearing concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Cynthia Childers, dated June 3, 2002, for violation of the Rules and Regulations as follows:

Section 3912 – Intoxicants/Drugs
San Francisco Fire Department Substance Abuse Policy

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

Firefighter Childers requested a closed session.

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session.

3.2. Vote on whether to hold closed session

Commissioner Roeca moved for a closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

The Commission went into closed session at 9:15 a.m.

3.3. Reconvene in Open Session

The Commission reconvened in open session at 7:30 p.m.

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Roeca moved and Commissioner Norman seconded to report on action taken in closed session. The motion was unanimously approved.

Commissioner Roeca, serving as President *pro tem* for the hearing, declared that the Commission, by a vote of three to two, found Firefighter Cynthia Childers guilty as charged and adopted the recommendation of the Chief of Department for termination.

The Commission requested that Counsel for the Fire Department draft *Proposed Findings of Fact* and review them with Ms. Childers counsel. The Commission requested that as many disputed items as possible be resolved between parties prior to the document being considered and adopted by the Commission. Furthermore, should Ms. Childers' counsel dispute any of the findings, she is requested to submit her objections at the same time the *Proposed Findings of Fact* are presented to the Commission. The Secretary will notify the respective parties of the date for submittal.

b. Vote whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

Commissioner Roeca moved not to disclose any discussions held during the closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

4. ADJOURNMENT

There being no further business before the Commission, the special meeting was adjourned at 7:35 p.m.

Tania Bauer
Secretary

/02
5:00pm

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Thursday, September 12, 2002 – 5:00 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

Item No.

1. On ROLL CALL, the following were noted present:

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President	Stephen A. Nakajo
Commissioner	Paul A. Conroy
Commissioner	Pat Norman
Commissioner	Carlota del Portillo

Vice President Russell S. Roeca was excused for business reasons

Also Present
Geoffrey Spellberg, Counsel for the San Francisco Fire Department
Margaret Baumgartner, Deputy City Attorney

2. PUBLIC COMMENT

There was no public comment

3. CLOSED SESSION TO CONFER WITH LEGAL COUNSEL

Pursuant to the State of California Government Code, Section 54956.9.(a) Pending Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Richard Armstrong vs. CCSF, et al (U.S. District Court, Northern California, Case No. C01-0622 MHP)).

1. Commissioner Conroy moved for closed session and Commissioner del Portillo seconded. The Commission went into closed session at 4:50 p.m.

2. There was no public comment pertaining to the closed session.

3. The Commission reconvened in open session at 5:15 p.m.
   a. Commissioner Conroy moved and Commissioner Del Portillo seconded not disclose any action taken in closed session.
   b. Commissioner Norman moved and Commissioner del Portillo seconded not disclose any discussion held in closed session.

4. ADJOURNMENT

There being no further business, the Special Meeting was adjourned at 5:20 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-26

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 12, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

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President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Vice President Russell S. Roeca was excused for business reasons.

Mario H. Treviño	- Chief of Department
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Paul D. Jones	- Operations
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John S Peoples	- Division 2
Arthur W. Kenney	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of August 22, 2002, and Special Hearing of August 8, 2002.

Commissioner Norman moved and Commissioner del Portillo seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through L) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during August 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during July 2002.

B. Appointments

Reporting the following PROBATIONARY appointments effective *AUGUST 26, 2002:*

H3 Firefighter/Paramedic

Name	*Vice*
Rob D. Fleeup	John Grimaldi, retired
Michael J. Simon	David Floersh, retired
Steven M. Ardigo	Frank McMahan, retired
Stephen E. Silvestrich	Caesar Souza, resigned
William L. Rader	Jeff Hickman, resigned
Carlton K. Biscevic	Todd Rueppel, resigned
Clayton Laderer	Michael Haug, resigned
James W. Perry II	Attrition Savings
Erik C. Wenz	Attrition Savings
Brook A. Mancinelli	Attrition Savings
Brian S. Burns	Attrition Savings
Stephen P. Wombacher	Attrition Savings
Corey B. Yeh	Attrition Savings
William A. Oswald	Attrition Savings
Daniel M. Beckwith	Attrition Savings
Sandivar E. Hertzer	Attrition Savings
Dale C. Carnes	Attrition Savings
Michael D. Silva	Attrition Savings
David E. Newman	Attrition Savings
Todd E. Filbrun	Attrition Savings
Michael Kirk	Attrition Savings
Kyle J. McCarty	Attrition Savings

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Louie, Ronald	H43 Section Chief, EMS	Service	Aug. 16, 2002

(Retirement Certificate will be presented at Fire Commission meeting of September 26, 2002)

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Donnelly, Mark CMSGT	H30 Capt.	08-22-02 thru 08-29-02	3	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

E. Leave of Absence - Correction

Amending request for leave of absence with pay for Deputy Chief of Operations Bernie Lee, for six days, August 22 through August 27, 2002, in order to attend the Fire-Rescue International 2002 Expo held by the International Association of Fire Chiefs in Kansas City, Missouri. The fees for the seminar are included in the 2002-03 budget. (Amended Minutes of 07-11-02 Meeting, Item 3.G) – Leave of Absence, for four days, August 23 through August 26, 2002.)

F. Leave of Absence

Submitting request for leave of absence with pay for Battalion Chief Theodore Corporandy and Section Chief Robert Navarro, for one day, August 29, 2002, in order to attend the MMRS Highrise field exercise entitled *The Office of Emergency Preparedness and Department of Human and Health Services Terrorism Exercise,* presented by the City of Glendale, in Glendale, California. Funds for the MMRS Cities field training exercises are included in the 2002-03 budget. Battalion Chief Corporandy and Section Chief Navarro will not be replaced.

G. Leave of Absence

Submitting request for leave of absence with pay for Section Chief Robert Navarro, EMS Division, for three days, September 3 through September 5, 2002, in order to attend the MMRS National Conference entitled *Update on Contract MMRS Cities for Homeland Security and Funding Sources* sponsored by the Office of Emergency Preparedness to be held at the Seattle International Airport Conference Center. There is no cost to the Department; transportation and lodging will be paid by the Office of Emergency Preparedness. Section Chief Navarro will not be replaced.

H. Leave of Absence

Submitting request for leave of absence with pay for Captain Peter Howes, Public Information Officer, for five days, August 25 through August 29, 2002, in order to attend the National Information Officers Association Conference in Reno, Nevada. All expenses will be paid by Captain Howes. He will be replaced by the Associate Public Information Officers.

I. Leave of Absence

Submitting request for leave of absence with pay for Michael Taylor, Director MIS, and Acting Paramedic Captain Robert Kuzma, for four days, September 16 through September 19, 2002, in order to attend the Tiburon Users Group Conference in Reno, Nevada. Total estimated cost for transportation and lodging for two persons is $1,024.00, and is included in the 2002-03 budget. Mr. Taylor and Acting Paramedic Captain Kuzma will not be replaced.

J. Leaves of Absence

Submitting requests for leaves of absence with pay (sick leave) from the following:

Paramedic Captain Ehrhardt Groothoff, for the time period July 29, 2002, through August 5, 2002.

Captain George Garcia, for the time period July 28, 2002, through August 7, 2002.

Lieutenant Richard Busalacchi, for the time period July 29, 2002, through August 8, 2002.

Lieutenant Eduardo Gonzalez, for the time period July 21, 2002, through July 27, 2002.

Lieutenant Darryl Hunter, for the time period June 19, 2002, through August 31, 2002.

Chief's Aide Arnold Woo, for the time period May 30, 2002, through August 5, 2002.

Firefighter/Paramedic Chuck Faciani, for the time period July 31, 2002, through August 6, 2002.

Firefighter Victor Baliao, for the time period July 30, 2002, through August 16, 2002.

Firefighter James Borg, for the time period August 4, 2002, through August 10, 2002.

Firefighter Andrew Chrystal, for the time period July 25, 2002, through July 31, 2002.

Firefighter William Delucchi, for the time period August 4, 2002, through August 16, 2002.

Firefighter Alan Kazarian, for the time period July 25, 2002, through August 11, 2002.

Firefighter John McCoy, for the time period July 3, 2002, through July 12, 2002.

Firefighter David Norris, for the time period July 16, 2002, through August 8, 2002.

Firefighter Melinda Ohler, for the time period May 10, 2002, through May 22, 2002.

Firefighter Ronald Perez, for the time period July 27, 2002, through August 5, 2002.

Firefighter Nicholas Russo, for the time period July 12, 2002, through August 2, 2002.

Firefighter Maurice Thouvenin, for the time period July 14, 2002, through July 21, 2002.

Firefighter Theresa Wolowic, for the time period July 18, 2002, through July 29, 2002.

Paramedic Kirt Thomason, for the time period July 24, 2002, through July 27, 2002.

K. Leaves of Absence

Submitting requests for leaves of absence without pay (sick leave) from the following:

Firefighter Mark Hardeman, for the time period May 4, 2002, through November 3, 2002.

Firefighter Megan Martin, for the time period June 28, 2002, through July 29, 2002, and July 30, 2002, through August 25, 2002.

Firefighter Erin Yamamura, for the time period July 12, 2002, through July 19, 2002.

L. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 1	02-3-019	7/24/02	537	B	Bill
Off: T/Lt. John Diluzio	Drv: FF Paul Gallegos				
Cause:	While responding with red lights and siren, Eng 1 was struck by a civilian vehicle that did not stop as Eng 1 was turning right				
Medic 15	02-3-020	7/24/02	0	A	File
Drv: PX Eigil Qwist					
Cause:	While searching for an address and backing up, Medic 15 backed into a parked civilian vehicle				
Engine 44	02-3-021	7/28/02	506	A	File
Off: T/Lt. James Quinones	Drv: FF Martin Beltran				
Cause:	While exiting parking lot, Eng 44 struck a parked civilian vehicle				
Medic 15	02-3-022	7/28/02	738	B	File
Drv: FF Patricia Flood					
Cause:	Hit and run - While parked at an incident, Medic 15's mirror was struck by a civilian vehicle; driver fled scene				
EMS	02-3-023	7/29/02	210	B	Bill
Cause:	While parked and unoccupied, EMS vehicle was struck by a SF Conservation Corp truck which was backing up				
Engine 44	02-3-024	7/29/02	506	A	File
Off: T/Lt. Sueon Wong	Drv: FF Daryl Brewster				
Cause:	While responding to a medical call, Eng 44 clipped a civilian vehicle which was illegally parked on the corner				
Engine 3	02-3-025	7/30/02	538	C	File
Off: T/Lt. Dean Crispen	Drv: FF Edward Martinez				
Cause:	While responding with red lights and siren, Eng 3 failed to gain control of intersection and struck a civilian vehicle				
Engine 9	02-3-026	8/1/02	590	A	File
Off: Lt. Winona Jones	Drv: FF Christian Collier				
Cause:	While responding to an incident, Eng 9's wheel chock came loose and struck the bumper of a parked civilian vehicle				

Medic 32	02-3-027	8/2/02	719	B	Bill

Drv: PX Thomas Busby

Cause: While travelling in the middle lane, Medic 32 was struck by a civilian vehicle changing lanes

Engine 38	02-3-028	8/5/02	589	B	Bill

Off: T/Capt. Austin Dito Drv: FF Kenneth Jones

Cause: While parked at an incident, Eng 38 was struck by a civilian vehicle passing the apparatus

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through L on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 13 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for August 2002.

Mario H. Treviño, Chief of Department, thanked the Commission for their support during the commemorative ceremonies of the September 11, 2001 incidents. Chief Treviño noted that there were numerous activities that day and he thanked everyone for their participation.

Chief Treviño announced that due to the efforts of the EMS Division, the Department acquired two automated external defibrillators from the Zoll Medical Equipment Corporation, which will be installed at City Hall. He and Marshal Isaacs, M.D., SFFD Medical Director, met with Sheriff Hennessey who has agreed to train all deputy sheriffs in the use of the device. Once the defibrillators are on site and members of the Sheriff's Department are trained, City Hall will be a much safer workplace for its inhabitants and the visiting public.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for ten days, August 30 through September 8, 2002, in order to travel to the United Kingdom to represent the Metropolitan Fire Chiefs Association at their Annual Conference. Funds for this trip are paid by the Metropolitan Fire Chiefs Association.

Commissioner Conroy moved and Commissioner del Portillo seconded.

Commissioner Norman wished to know how the International Fire Chiefs' Association Annual Conference had proceeded. Chief Treviño responded that it had been a productive trip and he had established some solid relationships and exchanged information with the fire brigade chiefs of the United Kingdom (UK) as well as the Chief of the Hong Kong Fire Department. The United Kingdom is very interested in how the American Fire Service is dealing with the EMS process since the UK EMS is a separate service. Furthermore, UK firefighters are considering going on strike and the UK fire chiefs were interested in the various ways that these labor disputes are handled in the United States.

There were no further questions or discussion and the request for leave of absence with pay was approved.

D. Report on the Officer Candidate Program – Division of Training

Joanne Hayes-White, Assistant Deputy Chief, Director of Training, and Richard Kochevar, Captain, Special Projects

Joanne Hayes-White, Assistant Deputy Chief, Training, assisted by Richard Kochevar, Captain, Special Projects, provided some background information on the Officer's Candidate Program. Chief Hayes-White related that the final Stipulated Order that ended the Consent Decree directed the San Francisco Fire Department to develop an Officer Candidate Program (OCP) as an alternative to the promotion procedures that the Department used in the past. The rank of H-30 Captain was selected as the pilot program for development of the overall OCP. The purpose statement was developed by the selected consultant, Dr. James Outtz:

> *The purpose the H-30 Captain Officer Candidate Program or OCP is to organize and identify resources and critical elements that can be used effectively by fire lieutenants to prepare for the position of H-30 Captain. The various program modules include an overview of the knowledge, skills and abilities required of an H-30 Captain. The program itself will provide a lieutenant with developmental instruction and training to prepare for the position of H-30 Captain.*

Chief Hayes-White stated that a diverse group of individuals, all H-30 Captains, was assigned to develop the curriculum under the direction of Dr. Outtz. The task was to develop training classes the focused on the critical knowledge, skills, and abilities of the H-30 Captain rank. Each class was to incorporate the following instructional techniques: Lecture with audio-visual aids, demonstrations, individual and group participation as well as follow-up group discussions. The following modules were developed: (1) Operations – sixteen hours; (2) training – four hours; (3) station administration – four hours; (4) human resources – four hours, and (5) inspection and investigation – four hours.

Module One - *Operations,* consisted of lectures on subjects, such as, building construction, incident command, apparatus placement and safety. Computer generated fire scene simulations were used as part of the operations module, wherein individual and groups

were asked questions regarding the fire scene simulations and candidates needed to respond from both the engine company officer's perspective and the truck company officer's perspective.

Module Two – *Training*, related to company drill and training presentations. The participants received a lecture on training responsibilities and how to deliver training drills and lessons. There were individual and group training preparation activities and each group presented a drill for review, which was critiqued by the remaining members in the class.

Module Three - *Station Administration*, related to the administrative duties of a captain. Participants received a lecture regarding overall responsibilities of the H-30 Captain rank. The curriculum included individual and group policy development activities, as well as participation in a station policy situation.

Module Four – *Human Resources*, consisted of a lecture from the Human Resources Division presenting information related to Equal Employment Opportunity matters and the in-house Managing Problem Performance or MPP disciplinary procedures. It was presented in a case study format, with individual and group activities, and a simulated counseling session between a captain and a lieutenant.

Module Five – *Fire Inspection and Investigation*, consisted of lecture-based training from the Bureau of Fire Prevention and Fire Investigation regarding: aspects of fire prevention and discussions regarding fire inspection of building sprinklers, building construction and elevator safety, including school drills. The rest of the module was devoted to fire investigation: the officer's responsibilities, fire origin and cause, fire scene examination, evidence and other investigative activities.

Chief Hayes-White noted that the program took 32 hours, the candidates participation was voluntary an in an off-duty status. Two hundred positions were budgeted and 161 lieutenants participated in the program. The program was conducted Monday through Friday for a five-week period. The H-30 Officer Candidate Program was successfully developed as a pilot program prior to an anticipated examination date in the Spring of 2001. To date, the examination has not been administered. The Department awaits the decision of the Civil Service Commission regarding the certification rule.

Furthermore, plans are underway for the development of Officer Candidate Programs for additional ranks including the rank of H-20 Lieutenant and H-40 Battalion Chief. Unfortunately, the Department did not receive the full funding it requested for promotional exams and the OCP which placed a constraint on their timely development.

Chief Hayes-White provided examples of the actual training materials from Module One – Operations, which included simulations.

In closing, Chief Hayes-White stated that the Department has always encouraged ongoing education and professional development for all of its members. Department manuals and training bulletins are available for individual purchase by members, in addition to having them available electronically on-line. Chief Hayes-White listed other various resources available to members, such as the State Fire Marshal courses offered through City College of San Francisco and the National Fire Academy.

Discussion ensued with Commissioners asking questions and Chief Hayes-White and Captain Kochevar responding.

Note: A copy of the presentation is attached to the Minutes of the meeting

E. Communications Received by Commission

Three communications were received by the Commission from August 16, 2002, through September 5, 2002.

F. Public Comment

Frank Kelly, Secretary, San Francisco Firefighters Local 798, wished to thank Chief Treviño for his help in the September 11th commemorative service. Mr. Kelly also thanked the Commission for their support.

Mr. Kelly wished to comment regarding the Officer Candidate Program presented so ably earlier by Chief Hayes-White and Captain Kochevar. Mr. Kelly believes that the primary reason that the Captain's test has not yet been given is due to the still on-going negotiations with the Civil Service Commission on the certification of rules for promotion.

Mr. Kelly suggested that anyone aspiring to be an officer should study the numerous manuals the Department has published - high-rise manuals, BART manuals, hose manuals, and evolution of ladders, etc. He believes that an abundance of information is presented in these manuals and that they should be studied daily since they prepare a firefighter to know and perform his or her job better.

Commissioner Conroy wished to comment on the recent high-rise drill. He was impressed by the overall proceedings but wished to compliment the Department on being responsive to what goes on elsewhere in the country and adapting and implementing the changes. In particular, he noted that the incident command center had been moved further away from the high-rise, a lesson from the unfortunate circumstances in New York, as well as an evacuation tone being used on the radio.

President Nakajo thanked San Francisco Firefighters Local 798 and members of the Fire Department who participated in the commemorative services at Union Square and at Pacific Bell Park for their participation.

Commissioner del Portillo related how proud she was of the Department when they respond to small incidents in her neighborhood, where many elderly people live, and how well they treat everyone. She noted that such an attitude builds feelings of security and hope in the community.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:40 p.m.

Tania Bauer
Secretary

San Francisco Fire Department
Officer Candidate Program
(OCP)

Background

Pursuant to the final Stipulated Order ending the Consent Decree, the SFFD was directed to develop an Officer Candidate Program (OCP) as an alternative to the promotion procedures used by the Department in the past.

The H-30 Captain rank was selected as the pilot for the OCP development

Purpose Statement

H-30 Captain OCP

The purpose of the H-30 Captain Officer Candidate Program (OCP) is to organize and identify resources and critical elements that can be used effectively by Fire Lieutenants to prepare for the position of H-30 Captain. The various program modules include an overview of the knowledge, skills, and abilities required of an H-30 Captain. The program will provide a Lieutenant with developmental instruction and training to prepare for the position of H-30 Captain.

Curriculum Development

- A diverse group of H-30 Captains were assigned to develop the curriculum for the program under the guidance of the consultant, Dr. James Outtz
- The task was to develop training classes that focused on the most important knowledge, skills, and abilities of the rank

Curriculum Development
Continued

- Each class was to incorporate the following instructional techniques:
  - Lecture with audio/visual aids
  - Demonstration
  - Individual and Group participation
  - Group discussion

Training Modules

- The H-30 Captain Officer Candidate Program consisted of the five following modules:
  - **Module 1 Operations 16 hrs.**
  - **Module 2 Training 4 hrs.**
  - **Module 3 Station Administration 4 hrs.**
  - **Module 4 Human Resources 4 hrs.**
  - **Module 5 Inspection & Investigation 4 hrs.**

I. Operations Module

- Lectures on subjects including building construction, incident command, apparatus placement, & safety
- Computer generated fire scene simulations
- Individual and group response to fire scene simulation questions as an Engine and Truck Company Officer

II. Training Module

- Related to company drill and training presentations
  - Received a lecture on training responsibilities & lesson delivery
  - Individual and group training preparation activity
  - Presentation of a drill by each group for review and critique by the class

III. Station Administration Module

- Related to administrative duties of a Captain
  - Received a lecture regarding overall responsibilities
  - Included both individual and group policy development activity
  - Development of a station policy situation

IV. Human Resources Module

- Lecture from the Human Resources Division presenting information regarding EEO, Harassment, and Managing Problem Performance (MPP)
- Individual and group activity in case study format
- Group participation in a counseling session simulation between a Captain and Lieutenant

V. Fire Inspection & Investigation Module

- Lecture based training from Fire Prevention and Fire Investigation regarding the following:
  - FIRE PREVENTION: Fire Inspections, School Drills, Building Sprinklers, Building Construction, and Elevator Safety (1hr.)
  - FIRE INVESTIGATION: Officers Responsibilities, Fire Origin & Cause, Fire Scene Examination, Evidence, and other investigative activities (3hr.)

Program Summary

- 32 total training hours
- Voluntary participation
- Attended in an off-duty status
- 161 Lieutenants participated in the program
- Program ran Monday through Friday from January 09, 2001 through February 09, 2001
- Cost for H-30 curriculum development, reproduction of materials, & instructor labor --$73,000

  *(Figure does not include professional services contract fee & H-39 FTE)

SAFETY

Emphasized throughout the program

Safety on Roofs

- Do not walk on skylights, plastic panels on roof, or makeshift roof covers.
- Stay off roof if soft or spongy. Remain along the firewall.
- Be aware of firefighter swinging axes or carrying power saws
- Be aware of open light wells
- Two firefighters should be on the roof for ventilation

Fatalities

1972	George Hicks	Heart
1973	Robert Upp	Fell from Aerial Truck while responding
1973	John Parina	Heart, at a fire
1978	Jim Desmond	Fell from Fire building roof
1979	Zeno Contreras	Fell from Fire building roof
1980	Herbert Osuna	Died in Fire building, Stair collapse
1988	Bill Moore	Died as result of injuries from fall from fire building
1991	Jack Conway	Heart
1993	Jerry Butler	Died in Fire building, flashover
1995	Louis Mambretti	Died in Fire building, trapped

Summary
H-30 OCP

- H-30 OCP was successfully developed and delivered as a pilot program prior to an anticipated exam date in Spring 2001
- To date, exam has not been administered; awaiting decision of Civil Service Commission on Certification Rule
- Currently exploring need for refresher training with regard to operational changes

Overall Summary

- Plans are underway for the development of OCP's for additional ranks

- Pending issues:
  - Budget / Funding
  - Staffing / Resources
  - Delivery Format
  - Certification Rule

Additional Resources

The Department encourages ongoing education and professional development.

Resources include:

- Department Manuals & Training Bulletins
- Career Track Guidebook
- State Fire Marshal Courses (CCSF & Outside Agencies)
- National Fire Academy

SAN FRANCISCO FIRE DEPARTMENT

Date: AUGUST 19,2002

From: FERRANDO, JOHN J., A/LT, TRUCK #5, TOUR 09, FE2831

To: CHIEF OF DEPARTMENT

Subject: LETTER OF THANKS

Reference:NONE

Enclosure: LETTER

1. Enclosed you will find a letter from my Brother and Sister-in-law expressing their deep gratitude to the members of the Department.

2. On my families behalf, I would appreciate your presenting this letter of gratitude to the Fire Commission at the earliest opportunity, as well as, incorporating the letters contents in the Commission minutes for recognition of all Department members involved.

3. Thank you in advance for your assistance

OFFICE OF THE DEPT. RECEIVED AUG 20 2002 SAN FRANCISCO FIRE DEPT

CONTENTS NOTED

AUG 19 2002

ASSISTANT CHIEF DIVISION II

SIGNATURE

To the San Francisco Fire Department :

On 06/12/02 at approx. 2230 Hrs. our family's life changed forever. This was the night that our son, brother, nephew and fellow public servant was involved in a fatal Police Vehicle accident that tragically claimed the life of Officer Jon Cook. Nick Ferrando was holding on to life by a thread.

The first responders on the scene, which included San Francisco Fire fighters, are some of the brave persons that night that fit into the equation that saved Nick's life. A very special thanks to San Francisco Fire fighter Aisha Kreiger. She was off-duty and responded to the crash site to assist anybody that was involved in this accident, this time it happened to be San Francisco Police Officers. Fire fighter Krieger was instrumental in saving Nick's life because of the immediate first aid she rendered. She started the process for fellow fire fighters that would respond within moments to give their assistance.

All San Francisco Fire Department on the scene are a tribute to your department once again proving that it stands tall among all the fire departments in the world, second to none.

While at the waiting room at San Francisco General Hospital Intensive Care Unit while Nick frantically held on to life many of your members came by to offer prayers and well wishes. This support is what helped our family make through some trying times. Some were known to us, as a member of our family serves proud alongside of you.

The kindness didn't stop there when we arrived home we also received get well cards and numerous calls from your members. Including an autographed helmet from Nick's Uncles Firehouse that he displays with honor in his room. You have also organized a fundraiser to assist us through these days that we have to keep a constant vigil on Nick transporting him to numerous doctors and therapy sessions. Your generosity is appreciated.

Nick is home now and is starting to recuperate and like the brave warriors that we all are his only desire is to get back to work not giving a second thought to the danger involved.

Once again Thank-You for all your support through these times, and remember that your lives can change in a second cherish the times spent with your loved ones and families.

Sincerely,

The Ferrando family

PENINSULA FIRE BUFF CLUB

POST OFFICE BOX 5465, REDWOOD CITY, CA 94063

July 23, 2002

Chief Mario Trevino
San Francisco Fire Department
698 2nd Avenue
San Francisco, CA 94107

Dear Chief Trevino:

On behalf of the Peninsula Fire Buff Club, I want to thank the San Francisco Fire Department, and especially the crew at Station 35 on Saturday, July 20th, for hosting our monthly meeting.

The first thing we noticed was the wonderful sunny weather – no small feat in the middle of a San Francisco summer! The second thing was the wealth of history in the fire station – making it seem like a museum as well as a working fire house. Our "voyage" on board the Phoenix was both interesting and enjoyable. Our special thanks to tour guide, Engineer Dennis Kennedy, who shared with us his knowledge, experience, and enthusiasm for all things related to the Phoenix. Thanks also to Fireboat Pilot Robert Costa, who not only steered our course, but taught some of us how! We were very appreciative of the time and warm hospitality of the crew at Station 35.

It was very special being with our "neighbor to the north" for a meeting of our group, and we all benefited from the knowledge gained and the camaraderie shared. On behalf of all of us, thank you for both.

Sincerely,

Jan Lamphier

Jan Lamphier
Secretary

CC: Eng. Dennis Kennedy
Pilot Robert Costa

Mario Trevino, Chief
San Francisco Fire Dept.
698 2nd St.
San Francisco, Ca. 94107

Dear Chief Trevino:

On the morning of May 25th, 2002 I became very ill with internal bleeding. A good friend of mine was trying to contact me, but couldn't. He called the SFPD and asked for a "well being" check. The Police in turn notified your Department. Engine #24 and Medic # 7 was dispatched . I was unaware of this and when they arrived I was unable to answer the door. They gained entry and found me semi-conscious and disoriented. I should add that I am blind. Seeing my condition , they identified themselves, reassured me and assessed my condition. After being checked out, I was told I would have to be transported to the hospital. I have to say they went about their business in a very professional manner. I didn't realize how sick I was. They used great care in transporting me to St. Mary's hospital. After care in the emergency room and several days in the hospital I was able to go home.
If it were not for their quick action and professional knowledge , I might not be alive today.

I'm writing to thank those members of the SFFD who saved my life.

Engine # 24	Medic # 7
Lt. Lewin	Paramedic Johnson
FF. Rascon	Paramedic Giacalone
FF. Murphy	
FF. Hom	

Please thank these personnel for me.

Sincerely,

William Vocke

William Vocke
731 Elizabeth St.
San Francisco, Ca. 94114

Sylvia Anthony Newman
2563 47th Ave.
San Francisco, CA 94116-2606

San Francisco Fire Dept.
698 Second Street
San Francisco, CA 94107

Dear Chief:

Re: Response to Residence Fire
2571 47th Avenue
24 August 2002,

As you can see, sir, I live only two houses north of the involved home. It was a fast moving conflagration and your department was in place so quickly it was hardly believable.

Four engines and, it seemed to me, forty or so firefighters were on site and at work with speed and competence.

I'm sure you'll receive many letters like this one, and they will be more eloquent than this one, but none more sincere in its appreciation. Fortunately, there were no personal injuries--either to civilians or firefighters. For this all of us neighbors are extremely grateful. Thank you very much.

Very sincerely,

Sylvia Anthony Newman

SUSAN FAUST
49 HEATHER AVENUE
SAN FRANCISCO, CA 94118
(415) 751•0244
FAX (415) 956•3231

August 22, 2002

I am writing to again say thank you to the emergency response team that helped my husband after his bike accident on the evening of July 1 in front of the Palace of the Legion of Honor. The fire department and the ambulance arrived within five minutes of the 911 call, made by an unknown Good Samaritan. We feel very fortunate that he received such prompt and professional attention and that he was taken to the University of California Medical Center where he received the best of care.

Fortunately, we had never before needed to use San Francisco's emergency services. We learned the hard way that they are first-rate. Needless to say, my husband and I were shaken by the accident but also assured knowing that help is so close at hand.

As long-time San Franciscans, it is good to know that our tax money has been used to make a quality, quick response team available in the City.

Thank you again.

Sincerely,

cc: Fire Chief's Office
Mayor Willie Brown
Board of Supervisors, c/o Supervisor Tom Ammiano

McKinsey & Company, Inc.
United States / San Francisco

535 CALIFORNIA STREET, SAN FRANCISCO, CALIFORNIA 94104
TELEPHONE 415-981-0250 FAX 415-956-5200

8/30/02

Attn:

Lt. Juratovac

May 14, 2002

Chief of Department Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

On Thursday, April 25, the San Francisco Office of McKinsey & Company celebrated, for the eighth consecutive year, Take Our Daughters to Work Day. The event this year was the best yet, largely attributable to the presentation that Firefighters Cynthia Rickert and Michie Wong (Station 40) gave to 15 spellbound girls, ages 5-13.

Our day focused on volunteerism and the ways that girls (and all humans) can heal a broken world by using the unbeatable combination of head, heart, and hands. What exemplars of all of these forms of service Michie and Cynthia are! The two of them spoke with dynamism, respect, and intelligence, and excellently fielded questions – some funny and some quite sophisticated - from the girls. They also came wondrously equipped with the garb and gear of a firefighter. Michie and Cynthia then joined us for lunch and continued to answer questions with patience and humor, and returned for the afternoon wrap-up. All this on their day off.

Wonderfully, the girls raised, through a craft project sold in our office, $638 that they donated to Blaze, the firecamp for young women.

We at McKinsey wish to thank Michie and Cynthia for their great presentation. We also thank you and the SFFD for training and motivating such outstanding firefighters. I can assure you that, by the end of the day, several girls were considering abandoning dreams of being a veterinarian, pediatrician, or actress to become a . . . firefighter.

Sincerely,

Jennifer Futernick

Jennifer Futernick
Communications Specialist

Gramercy Towers
1177 California Street
San Francisco, California 94108
Telephone 441-1661
Fax 441-1937

August 28, 2002

Alson Lee, Battalion Chief
San Francisco Fire Department
1340 Powell Street
San Francisco, CA 94133

Dear Chief Lee:

On behalf of the Board of Director of Gramercy Towers, I thank you for participating in our homeowner meeting last night held to discuss an upcoming major upgrade of our fire protection system. Your presence was very helpful supporting the position of our Board of Directors that we must move ahead as expeditiously as possible to start and complete the project.

As I mentioned to you last night Gramercy Towers residents as well as our Nob Hill neighbors very much appreciate the excellent response we always receive from the San Francisco Fire Department.

Sincerely,

Robert R. Baxter
General Manager

City and County of San Francisco

Mayor's Office of Emergency Services

Willie Lewis Brown, Jr.
Mayor

Lucien G. Canton
Director

August 28, 2002

Chief Mario Treviño
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Treviño:

This letter is to thank you for allowing Lt. Fernando Juarez, Community Affairs, to speak to the residents of 1935 Franklin Street, earlier this month. This is a high rise apartment building with 42 apartments and over 100 residents in the Pacific Heights neighborhood. Over the past year your department has responded to four alarms at this building.

We had 21 apartments represented at the talk. The residents and property managers asked that I send a note of appreciation for the excellent presentation that Lt. Juarez delivered. We now have a core group of individuals at 1935 Franklin Street that have received life saving fire safety information and a number of the residents are planning to take the upcoming Pacific Heights NERT training. This is an incredible turn around for a building that has had a history of very few people evacuating when the fire alarm sounds!

I happen to be a resident in this building and for the first time in 15 years, people are listening, talking and banning together for our mutual safety. Thank you, Chief Treviño.

Sincerely,

JoAnn Scordino
Community Disaster Preparedness Coordinator

Cc: Lt. Fernando Juarez, SFFD

1011 Turk Street, Room 103 San Francisco, California 94102 Phone (415) 558-2701 Fax (415) 431-7500

San Francisco
State University

Office of the Executive Director
Housing & Residential Services

800 Font Boulevard, Mary Ward Hall
San Francisco, California 94132

Tel: 415/338-2724
Fax: 415/338-6219

Chief Mario H. Treviño
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107-2015

Dear Chief Treviño,

On behalf of the Housing and Residential Services Department at San Francisco State University, I would like to offer my thanks for the N.E.R.T. training my staff and I received in August, 2002. Approximately 40 professional and student staff participated in the course.

We were very impressed with the quality of the firefighters' presentations and knowledge and with the outline of the course. The manual is very user friendly and helped move us through the sessions. The hands on training in the last session was especially well presented and very informative and useful to all of us. Although 18 hours of class time is a long commitment for the staff, I believe we all found it worthwhile by the end of the course.

As a result of this course, I know the Housing and Residential Services staff feels much more confident in their ability to handle emergency situations that might happen in our residence community of 850 students. We would like to invite your team back in future years for further staff training. Thanks again for the opportunity to participate in the N.E.R.T. class.

Sincerely,

Jan Andreasen, Executive Director
Housing and Residential Services

August 19, 2002

Fire Commission
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107-2015

Dear Fire Commission:

I have just completed the **North of Market NERT** classes and would like to urge you to vote favorably on any measures that will keep this program on-going.

I realize the economic times have made many budget cuts necessary; but I sincerely feel that a cut in the NERT program would be detrimental to the city as a whole.

We live in a geographic location that makes a major catastrophe not of matter of IF, but a matter of WHEN. When it does occur, the local rescue units will be over taxed, to say the least. The **NERT** training prepares civilians to be knowledgeable in procedures that will be life saving back up support.

The classes are a valuable resource in our City. Please continue their funding.

Most Sincerely,

Eileen McFarlane

Eileen McFarlane
455 Eddy Street – E211
San Francisco, CA 94109

104 Galewood Circle
San Francisco, CA 94131
08/28/02

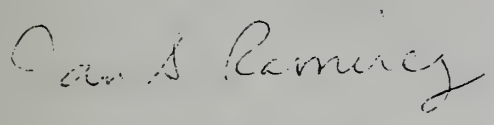
Dear Sir or Madam:

I am writing to express my enthusiasm about the Neighborhood Emergency Response Training (NERT). I just completed the training at the Tenderloin location and I feel it has given me very valuable skills and information that will help me, my family, my neighborhood and my city in the event of a major disaster.

The trainers were top-notch and very patient with us. It was a thrill to receive the diploma and the hardhat and vest. Please do not cut back on this very valuable program as you trim the budget.

Sincerely,

Jan S. Ramirez



Cc: Board of Supervisors, Fire Commission, Chief Trevino

622 Irving St.
San Francisco
Ca. 94122
August 11, 2002

Dear Chief Fresino:

Oh how I love all of your wonderful men! -

"Thanks" so much for being there for me -

On Thurs. 8th of Aug. I was in Buena Vista Cafe East. -

They called 911 for me, and your responded incredibly fast - (It was about 4:30??) your men were so wonderful aka Medics - 38 - Robert Jones and Garreth Miller - They took me to U.C. Hosp. -

What a team!! Please be sure to Thank them for me -

Sincerely,
Violet Banta

8/25/02

Dear, Mr. Chief Mario Trevino

I want to thank you personally for giving me the opportunity to explore the world of Fire Science.

Myself and my daughters visited station 7 on Filsom St in San Francisco back in March 2002

My gratitude and thankfulness ~~is~~ will most appreciated by me and my family

Like we say in Cuba, Oye Chico Gracias Por todo God bless you and your family Always!

WITH GRATEFUL THANKS

From all of us

The Dominiquez family!

Jaime Joaquin Dominiquez

Your Valor, Courage, Honor, trustworthy

Cubano Fire Fighter CID # 64056

(650) 756-9862 - (650) 219-4587 cell.

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, September 26, 2002 – 5:00 p.m.

698 Second Street, Room 221, San Francisco, CA 94107

Item
No

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1. **On ROLL CALL,** the following were noted present:

President	Stephen A. Nakajo
Commissioner	Paul Conroy (arrived 5:20 p.m.)
Commissioner	Carlota del Portillo
Commissioner	Pat Norman

Commissioner Roeca was excused due to business reasons.

Also present
Mario H. Treviño, Chief of Department
Margaret Baumgartner, Deputy City Attorney, Counsel to the Fire Department

2. **PUBLIC COMMENT**

There was no public comment

3. **APPROVAL OF PROPOSED SETTLEMENT AGREEMENT, INCLUDING POSSIBLE COMMISSION DELIBERATIONS**

Formal hearing concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Richard Espinoza, dated June 19, 2002, for violation of the Rules and Regulations as follows:

Section 3926 – Tardiness and Failure to Report

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

1. **Public Comment on Closed Session for Commission Deliberations under Government Code 54957**

   There was no public comment on the Closed Session.

2. **Vote on whether to hold Closed Session**

   Commissioner Norman moved to hold Commission deliberations in closed session and Commission del Portillo seconded. The motion was unanimously approved.

   The Commission went into closed session at 5:10 p.m.

3. **Reconvene in Open Session**

   The Commission reconvened in open session at 5:35 p.m.

a. Vote whether to report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

Commissioner Conroy moved to report on action taken in closed session and Commissioner Norman seconded. The motion was unanimously approved.

Commissioner Norman, speaking as the Hearing Officer of the case, declared that the Commission, by a roll call vote of 4-0, accepted the Settlement Agreement. The Commission believed that the repetitiveness of the offense was egregious and had a negative effect on the Department and its members. Furthermore, Firefighter Espinoza should display more commitment to his work. The Commission strongly encourages Firefighter Espinoza to improve his performance and expects the conduct he previously displayed not to be repeated.

b. Vote whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

Commissioner Norman moved not to disclose any discussions held during the closed session and Commissioner del Portillo seconded. The motion was unanimously approved.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned 5:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-28

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – September 26, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

DOCUMENTS DEPT.
OCT 7 2002
SAN FRANCISCO
PUBLIC LIBRARY

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Joanne Hayes-White	- Division of Training

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Paul D. Jones	- Operations
Michael Casner, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

Aaron C. Stevenson	- Division 2
Robert G. Boudoures	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of September 12, 2002, Special Hearings of September 4, 2002, and September 12, 2002 (4:00 p.m.), and Special Meeting of September 12, 2002 (5:00 p.m.).

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through N) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, August 17 through August 30, 2002.

B. Appointments

Reporting the following PROBATIONARY appointment effective *September 14, 2002:*

H3 Firefighter/Paramedic

Michael T. Hoelsken (vice: self, H2 to H3)

Reporting the following PROBATIONARY appointments effective *September 16, 2002:*

H3 Firefighter/Paramedic

Christopher C. Rounds (vice: Carlos Harvey, resigned)
James V. Ferrante (vice: Attrition Savings)

Reporting the following PERMANENT appointment effective *AUGUST 27, 2000*:

H2 Firefighter

Mario Romero

Reporting the following PERMANENT appointment effective *AUGUST 30, 2001*:

H2 Firefighter

Heidi Bergmark

Reporting the following PERMANENT appointment effective *JUNE 18, 2000*:

H2 Firefighter

Ethan Jackson

Reporting the following PERMANENT appointment effective *JUNE 26, 2000*:

H2 Firefighter

Marcella McCormack

Reporting the following PERMANENT appointment effective *SEPTEMBER 12, 2001*:

H2 Firefighter

Pierre Francois

Reporting the following PERMANENT appointment effective *JUNE 9, 2001*:

H2 Firefighter

Jimmy Yan

Reporting the following PERMANENT appointment effective *August 6, 2002:*

7388 Utility Plumber

William Chow

Reporting the following PERMANENT appointment effective *July 16, 2002:*

1652 Senior Accountant

Felino Lomboy

Reporting the following PERMANENT appointment effective *July 25, 2002:*

1241 Personnel Analyst

Brenda McCutcheon

Reporting the following PERMANENT appointment effective *July 9, 2002:*

1842 Management Assistant

Robert Monroe

Reporting the following PERMANENT appointment effective *May 8, 2002:*

1450 Executive Secretary I

Bernice Bongalon

Reporting the following PERMANENT appointment effective *May 25, 2002:*

1426 Senior Clerk Typist

Evelyn G. Soliman

Reporting the following PERMANENT appointment effective *May 7, 2002:*

1426 Senior Clerk Typist

Rose Felix-Guillen

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Bisagno-Peterson, Karen	H1 Fire Rescue Paramedic	Ind. Dis.	Dec. 01, 2000
Garcia, Henry	H1 Fire Rescue Paramedic	Ind. Dis.	Aug. 31, 2001

(Retirement Certificates will be presented at Fire Commission meeting of October 24, 2002)

D. Military Leave

Submitting for approval application from one member for Military Leave of Absence with pay for 60 days (08-15-02 through 09-13-02, and 07-01-03 through 07-30-03), in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Cuffe, Frank Maj.	H2 FF	08-15-02 thru 08-15-03	365	US Army Res. Overseas	Attend Active Duty Training

E. Suspension

Reporting suspension of the following:

H20 Lieutenant Leslie Steinhoff, Engine 39, for two days, October 5/6, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

H2 Firefighter Jeff Malone, Truck 3, for six days, October 4/5, 7/8, and 10/11, 2002, for violation of the Rules and Regulations as follows:

Section 3905 – Unfamiliarity with Rules
Section 3922 – Acts Detrimental to Welfare of Department
Section 3923 – Disobedience

H3 Firefighter/Paramedic Greg Stangland, Medic 1, for two days, September 30/October 1, 2002, for violation of G.O. 00-A-56 (Security of Equipment).

H3 Firefighter/Paramedic Dominic Ottoboni, Medic 1, for two days, September 26/27, 2002, for violation of G.O. 00-A-56 (Security of Equipment).

F. Resignation

Submitting resignation of H3 Firefighter/Paramedic Arthur P. Davis, effective close of business September 6, 2002. (Resigned with satisfactory services. Transferred from DPH 07-01-97.)

G. Leave of Absence

Submitting request for leave of absence with pay for Deputy Chief Joseph Asaro, Assistant Deputy Chief Richard Shortall, Assistant Deputy Chief Gary Massetani, and Chief Financial Officer Christine Ragan, for two days, September 26 through September 27, 2002, in order to attend the Law Symposium sponsored by Curiale, Dellaverson, Hirschfeld, Kraener & Sloan in Monterey, California. The cost for registration is paid by the Municipal Employees Association (MEA). Estimated cost for transportation and lodging for each person is $480.38 and is included in the 2002-03 budget. None of these members will be replaced.

H. Leave of Absence

Submitting request for leave of absence with pay for Michael Taylor, Director MIS, for three days, October 17, 18 and 21, 2002, in order to attend the National Fire Information Council (NFIC) Fall Conference and Committee Meeting in Salt Lake City, Utah. Transportation and lodging will be paid by NFIC. Mr. Taylor will not be replaced.

I. Leave of Absence

Submitting request for leave of absence with pay for Fire Protection Engineer Frederick Stumpp, Bureau of Fire Prevention, for one day, September 26, 2002, in order to attend a training class entitled *Fire Alarm Plan Review* at the University of California, Davis, California. Registration fee will be paid by Fire Protection Engineer Stumpp. He will not be replaced.

J. Leave of Absence

Submitting request for leave of absence with pay for Inspector Robert Gallot, Bureau of Fire Prevention, for one day, September 19, 2002, in order to attend a training class entitled

Residential Care Facilities presented by the Santa Rosa Fire Department in Santa Rosa, California. Registration fee will be paid by Inspector Gallot. He will not be replaced.

K. Leaves of Absence

Submitting requests for leaves of absence with pay (sick leave) from the following:

Lieutenant Kevin Callaghan, for the time period August 12, 2002, through September 1, 2002.

Chief's Aide Brett Evart, for the time period August 12, 2002, through August 19, 2002.

Firefighter Mark Evanoff, for the time periods July 26 through August 2, 2002, and August 16 through August 22, 2002.

Firefighter Michael Gray, for the time period August 22, 2002, through September 8, 2002.

Firefighter Kevin Hickey, for the time period July 28, 2002, through August 12, 2002.

Firefighter Michael Koomas, for the time period August 18, 2002, through August 27, 2002.

Firefighter Eli Payton, for the time period August 5, 2002, through September 6, 2002.

Firefighter Lawrence Rustia, for the time period August 12, 2002, through August 19, 2002.

Firefighter Gary Smith, for the time period August 25, 2002, through September 3, 2002.

Firefighter Eddy Woo , for the time period August 14, 2002, through August 20, 2002.

L. Leaves of Absence

Submitting requests for leave of absence with pay (intermittent sick leave) from the following:

Firefighter Robert Castelli, for the time period August 23, 2002, through June 30, 2003.

Firefighter Robert Mielke, for the time period July 31, 2002, though August 31, 2002.

M. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

Firefighter Catherine Diepenbrock, for the time period September 13, 2002, through December 17, 2002.

Paramedic Jean Duncan, for the time period July 15, 2002, through October 15, 2002.

Department Physician Deborah Owen, M.D., for the time period July 24, 2002, through October 24, 2002.

N. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 28	02-3-029	8/9/02	597	A	File
Off: T/Lt. Nicholas Russo	Drv: FF Eric Tanimura				
Cause: Misjudged clearance - While backing into position at a working fire, Eng 28 struck a parked civilian vehicle; spotters were posted					
AWSS	02-3-030	8/12/02	903	B	Bill
Drv: Gen Laborer Brandon Yanez					
Cause: While parked inside SFWD dump yard, AWSS unit was struck by a dump truck backing up					
Medic 10	02-3-031	8/13/02	732	A	File
Drv: FF/PM John Stanfield					
Cause: While Medic 10 was being cleaned, gurney rolled away and struck a parked civilian vehicle					
Medic 29	02-3-032	8/13/02	742	C	File
Drv: FF/PM Heather Buren					
Cause: While enroute to training, Medic 29 rear ended a vehicle that had made a sudden stop in front of the ambulance					
AWSS	02-3-033	8/14/02	942	B	Bill
Drv: U/Plumber William Chow					
Cause: While stopped in traffic on a narrow street, AWSS unit was struck by a truck backing up					
Relief Buggy	02-3-034	8/15/02	916	B	File
Off: Lt. Pete Fay					
Cause: While parked at a Surface Command Box for BART orientation, Relief Buggy's driver side mirror was struck by a passing civilian vehicle which did not stop					
Engine 33	02-3-035	8/15/02	527	A	File
Off: Lt. Willard Smith	Drv: FF Russell Roby				
Cause: While parked on a steep hill, driver of Eng 33 opened officer's door which struck a parked civilian vehicle					
HazMat 1	02-3-036	8/17/02	889	A	File
Off: Lt. John Hickey	Drv: FF Janice Hayes				
Cause: While backing into quarters, HazMat1 struck the firehouse with the left rear of the unit					

Truck 9	02-3-037	8/19/02	618	B	File

Off: T/Capt. William Bartels Drv: FF Kenneth Cofflin Tlr: FF Anthony Yee

Cause: Entering Caltrain crossing, Trk 9 could not clear crossing before traffic arm came down striking the aerial ladder

Medic 32	02-3-038	8/19/02	712	B	Bill

Drv: FF Cecilia Jiang

Cause: While responding with red lights and siren, Medic 32 was struck by a civilian vehicle which had a stop sign and failed to yield right of way to emergency vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

Commissioner del Portillo moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through N on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted six letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Mario H. Treviño, Chief of Department, apprised the Commission of the events at Pump Station #2. He stated that he had taken corrective action and all measures have been implemented. Furthermore, the matter is under investigation and Chief Treviño unequivocally stated that the emergency equipment is now in fully operational condition and long-term maintenance procedures are being implemented.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for three days, Thursday afternoon, October 3, 2002 through Sunday, October 6, 2002, in order to attend the Memorial Weekend of National Fallen Firefighters in Washington, .D.C. Funds for this trip are paid by the National Fallen Firefighters along with Nextel Communications.

Commissioner Norman moved and Commissioner del Portillo seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Special Presentation

San Francisco Fire Department Stress Unit

Chief Treviño introduced the members of the Stress Unit: Lieutenant Tim Heffernan, Firefighter Doyle Miller and Firefighter Tom Posey. Chief Treviño noted that the Stress Unit saw to the emotional well being of the members of the Department. The unit was requested and had responded to the World Trade Center event after September 11th. The Chief believed this reflected well on their professionalism and their commitment to public safety.

Lieutenant Heffernan provided some background on the formation of the Stress Unit and stated that it was patterned after the Police Department's Stress Unit. The objective of the Unit is to be available to the SFFD workforce and their families for a myriad of problems and situations that affect their daily lives. Lieutenant Heffernan explained that the Unit is essentially a peer counseling group staffed by three members who work as a team to provide members and their families support, referral and follow-up in a confidential manner, when members are faced with problems and situations that adversely influence their daily lives.

Lieutenant Heffernan pointed out the duties of the Stress Unit, which included but were not limited to: (1) Critical Incident Stress Debriefing [CISD]; (2) Diffusing situations in the workplace; (3) Responding to employees in need at all hours of the day and night; (4) Interacting with other Fire Department units and City departments; (5) Providing training and orientation to new employees in the Department; and (6) Referring members to appropriate agencies for help and support. Furthermore, members are referred to the Stress Unit by their family members, friends, Company officers, Headquarters staff, concerned firefighters or members themselves. Upon referral, members are facilitated by giving them options and referrals to self help agencies and professionals.

Lieutenant Heffernan stated that the Stress Unit's members are constantly upgrading their skills to better understand new trends and treatment approaches, and have continuouse training in the latest intervention methods. They attend numerous CISD seminars and other workshops.

Recruitment of members for the stress unit is through a General Order announcement. A regular interview process is used. The Department seeks the following qualities when selecting Stress Unit Peer Counselors: (1) experience with drug/alcohol addiction recovery programs; (2) demonstrated ability to work in teamwork situations; (3) ability to work on call, as needed, in addition to regular 40-hour week; (4) commitment to help others; (5) excellent communications skills; and (6) background in counseling.

In closing, Lieutenant Heffernan stated that the focus of the Stress Unit remains the ability to provide to members and their families a safe and confidential place where they can be assisted in resolving their personal problems through peer support.

Discussion ensued with Commissioners asking questions and Stress Unit staff responding.

Public Comment

John Darmanin lauded the work of the Stress Unit and noted that it had helped him personally and many others in the Department over the years.

E. Communications Received by Commission

One communication was received by the Commission from September 6, 2002 through September 19, 2002.

F. Public Comment

John Darmanin voiced his disappointment with the Commission's decision to terminate Firefighter Childers for violating the Department's Substance Abuse Policy, even though it was a first offense. In addition, Mr. Darmanin castigated the Chief of Department for his role in the decision.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:50 p.m.

Tania Bauer
Secretary

PUBLIC COMMENT STATEMENT

This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to the approval by the Fire Commission.

Regular Meeting of the Fire Commission – September 26, 2002

Public Comment – John Darmanin

My name is John Darmanin. I am Union Director in Local 798 but I am not here at tonight's fire commission meeting to speak in that capacity.

I believe that Chief Treviño should be ashamed of himself for the role he played in the terrible decision to terminate Cynthia [Childers]. When he came to the SFFD from the Las Vegas Fire Department just over a year ago, many believed he may actually be able to accomplish what other administrations have failed to do in past since 1996. Others viewed Chief Treviño as nothing more than a *Carpetbagger* in the role of an outsider/transplant who knows nothing about our fire department or our great city. Chief Treviño's questionable decisions and his lack of sound judgement have more and more people believing that he is more interested in padding his resume for some future employer after his tenure in San Francisco has ended.

IFCAA

INTERNATIONAL FIRE CHIEFS' ASSOCIATION OF ASIA

11-13, IIDABASHI 3-CHOME CHIYODA-KU,
TOKYO 102-8119 JAPAN
TEL:81-3-3234-1321 FAX:81-3-3234-1847

September 5, 2002

Mr. Mario Trevino
Chief
San Francisco Fire Department
698 2nd Street,
San Francisco,.CA.94107
U.S.A.

Dear Sir,

It gives me great pleasure to inform you that the Fire Service Survey Party has successfully completed their tour of study in America, and returned to Tokyo on August 26, 2002.

On behalf of the members of the Survey Party, I would like to express the heartiest appreciation for your warm hospitality and courtesy that they enjoyed during their stay in your city. Thanks to your good arrangement, they could spend wonderful time. I am sure that experience they had in your Fire Department will remain in their memory for a long time.

I hope the international friendship among fire personnel, which was promoted on this occasion, may develop forever. Here I wish to repeat sincere thanks for your kindness.

In closing, I wish you the best health and further development of your Fire Department.

With my best regards.

Sincerely yours,

Takanori Kobiki

Takanori Kobiki
Secretary General,
IFCAA & Japan Fire Chiefs' Association

thinkfilm

27-Aug-02

San Francisco Fire Department

698 Second Street

Room 473

San Francisco, CA 94107-2015

Attn.: Mario H. Trevino, Chief of Department

Dear Chief Trevino:

Please accept my warmest gratitude on behalf of the producers, cast, and crew of "Presidio Med" for helping to make "Round Two" of San Francisco production a huge success.

As you know, this particular shoot relied heavily on Fire Department equipment and personnel. With the expert assistance of yourself, Lt. Juratovac, Joe Hallisy, and the team over at Station #10, we were able to pull this shoot together within the confines of a minimal preparation period and effectively tell the story put forth in the script. The San Francisco Fire Department executed the highest level of cooperation possible.

The pilot is scheduled to air on CBS on Tuesday, September 24th and Episode #1 is scheduled for the next night. The scenes that were filmed last weekend at Station #10 and on Truck #10 are scheduled to appear in Episodes #1, #2 and #3.

We look forward to working with the San Francisco Fire Department on future episodes of "Presidio Med".

If you have any questions and/or concerns please don't hesitate to call me at (415)385-0607 or email me at eneld@hotmail.com.

Sincerely,

Erik S. Neldner
Location Manager

595 Market St.
Suite 2000
San Francisco, CA
94105
(415) 817-2568
fx (415) 817-2591

233 20th St., N.W.
Suite 201
Washington, D.C.
20036
(202) 466-6012
fx (202) 466-6013
thinkfilm-inc.com

September 6, 2002

Fire Commission
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Re: *San Francisco Fire Department*
Neighborhood Emergency Response Team Training

Dear Fire Commission:

Recently I participated in the San Francisco Fire Department's Neighborhood Emergency Response Team (NERT) Training program in the Financial District. The training program consisted of six weekly training sessions in which firefighters educated the class about how to respond to a disaster. The class was comprised of everyday business people who live and work in the South of Market and Financial District neighborhoods.

The mission of the NERT program is:

> Beginning With Ourselves, We Will Be Prepared and Work as an Individual or Together as Emergency Response Teams to Assist our Families and Neighbors in Time of Disaster and to be Prepared to Make Decisions That DO THE MOST GOOD FOR THE MOST PEOPLE

The goal of the NERT program is to help the citizens of San Francisco to be self-sufficient in a major disaster situation by developing multi-functional teams, cross-trained in basic emergency skills. Through this program, individuals learn hands-on disaster skills that enable them as members of an emergency response team, and/or as leaders directing untrained volunteers during an emergency, to act independently or as an adjunct to City emergency services.

In the wake of the September 11 tragedy, programs such as NERT are invaluable resources to the community. As we saw with September 11 and with the 1989 earthquake, it takes an incredible amount of city and national resources to respond to a disaster. By training the community, the San Francisco Fire Department has taken a proactive approach to managing the next disaster that the City of San Francisco will undoubtedly face.

I strongly encourage you to continue to support funding for the San Francisco Fire Department's NERT Training program. The more citizens that are trained to help during a disaster will result in helping the Fire Department focus on major emergencies while the citizens help one another with smaller emergencies and basic first aid. In addition, I encourage you to recognize the San Francisco Fire Department for their positive and proactive efforts in managing the next disaster.

Lastly, Lieutenant Juanita Hodge, the Program Director for the NERT program, should be recognized by the Fire Commission for her significant contribution to the City of San Francisco and its citizens. Lt. Hodge has clearly worked very hard to create a program that is accessible to a large population of citizens – whether young or old, able-bodied or not. The class content and materials were well organized and presented. The firefighters that taught each class were prepared and on time for each session, and the final training exercise was educational and hands-on. If Lt. Hodge is an indication of the commitment to community, professional demeanor, and preparedness of the San Francisco Fire Department, then I know that we are all in good hands. I strongly encourage the Fire Commission to recognize Lt. Hodge for her efforts.

Please call me if you have any questions regarding the content of this letter: 415-777-3169.

Best Regards,

Nancy M. Watson
Resident of San Francisco
SOMA Neighborhood

Tiffany Shlain
The Webby Awards
685 Carolina Street
San Francisco, Ca 94107-2725
415-920-8276 tiffany@webbyawards.com

July 2, 2002

Dear John Darmanin,

I wanted to thank you for all of your support for the 6th Annual Webby Awards on June 18th at the Legion of Honor. The evening was a beautiful San Francisco success and we couldn't have done it without you.

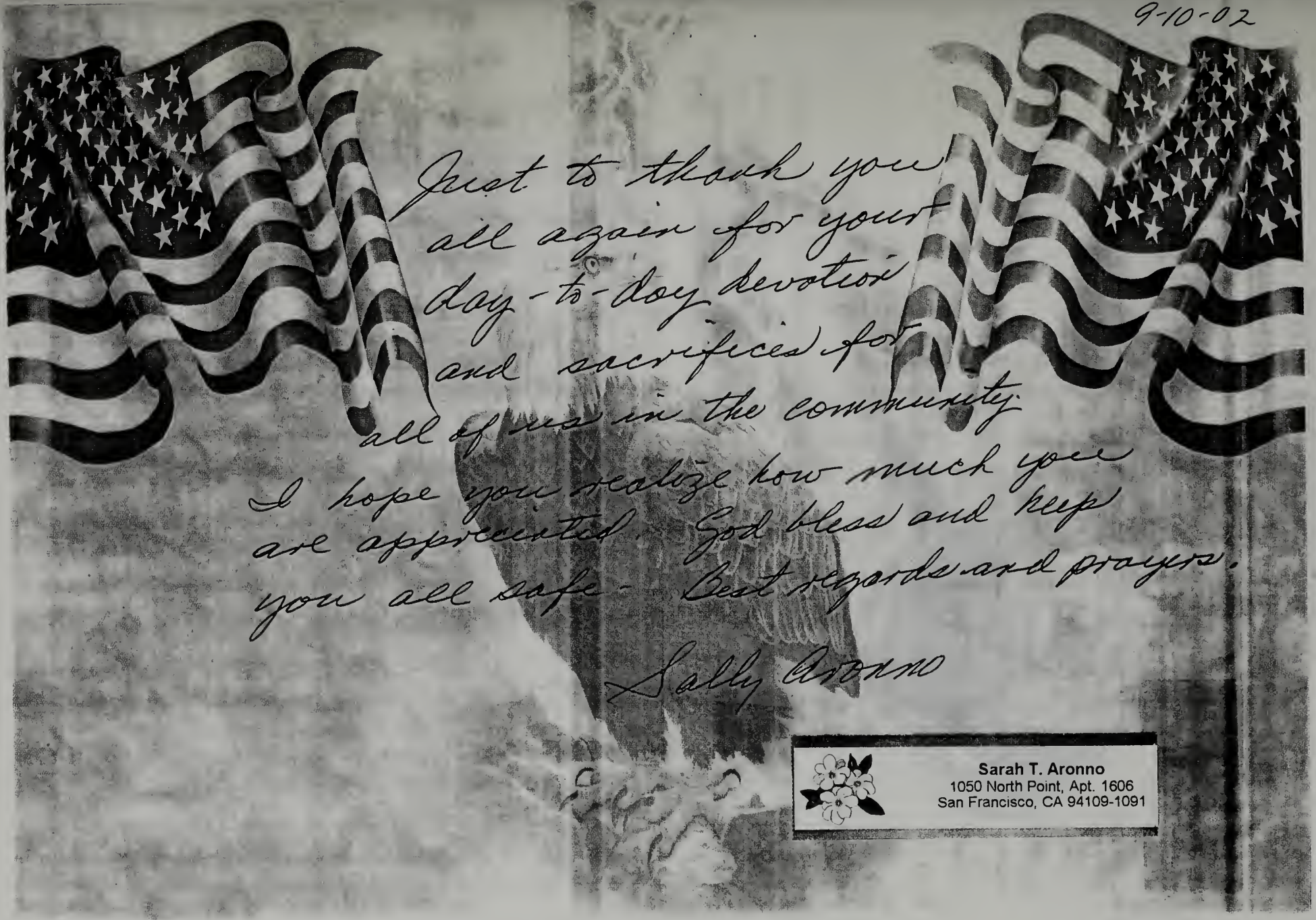
Thank you.

Sincerely,

Tiffany Shlain
Founder, Director
The Webby Awards

Contents noted:
Recommend forward
TO FIRE COMMISSION
CPVEli 7/8

9-10-02



Just to thank you all again for your day-to-day devotion and sacrifices for all of us in the community. I hope you realize how much you are appreciated. God bless and keep you all safe. Best regards and prayers.

Sally Aronno

Sarah T. Aronno
1050 North Point, Apt. 1606
San Francisco, CA 94109-1091

8/3/02

I'm embarrassed that I've let so much time go by before writing this note.
On the afternoon of May 7, 2002, my 86-year old husband Tom became very ill ending up on the floor where I was unable to move him. So I called 911.
I'd like to thank everyone who responded to my call. The dispatcher was efficient and polite. The Fire Dept.'s response was rapid and wonderful. Almost immediately a hook-and-ladder crew appeared. Then another team, and then the paramedics. I felt we were in good hands from the beginning. Everyone worked quickly, efficiently, and with kindness. Tom was taken to the ER of my choice (nearby Davies), where he was diagnosed with food poisoning and released in about 8 hours.
I don't know where to direct this letter, but I hope that at least some of the wonderful firefighters who responded to our emergency will receive our thanks. Sincerely, Sylvia Saunders
(address of call: 3726 21st St.)

Tom and Sylvia
Saunders

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-29

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – October 10, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

DOCUMENTS DEPT.
OCT 21 2002
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1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

Vice President Russell S. Roeca was excused for business reasons.

Mario H. Treviño	- Chief of Department
Bernie F. Lee	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Ray Balzarini	- Division of Airports
Joanne Hayes-White	- Division of Training
Gary P. Massetani	- Division of Fire Prevention & Investigation

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Paul D. Jones	- Operations
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

George W. Maloney	- Division 2
John F. Harrington	- Division 3 (Acting)

2. APPROVAL OF THE MINUTES

Regular Meeting of September 26, 2002, and Special Hearing of September 26, 2002.

Commissioner del Portillo moved and Commissioner Conroy seconded.

Public Comment

John Darmanin complained that his public comment at September 26, 2002, Regular Commission meeting was greatly abridged when it was published in the minutes of that meeting and did not fully reflect his comments.

Commissioner Conroy responded that the public comment statement in the minutes accurately summarized Mr. Darmanin's comments. He stated that the Commission should not be used as a mouthpiece for expressing individual opinions. Commissioner Conroy believed that Mr. Darmanin is quite capable of expressing his own opinion in whatever form he chooses. Furthermore, it is up to the Secretary to provide concise minutes and it was clearly done in this case.

There were no further questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through P) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during September 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, September 14 through September 27, 2002.

B. Appointments

Reporting the following PROVISIONAL appointments effective *OCTOBER 2, 2002:*

H40 Battalion Chief

Name	*Vice*
Worthy D. Brooks	Michael McKinley, retired
Marcus A. Gonzales	Annual Salary Ordinance Authorized Position
Philip F. Leanio	Rod Bennett, retired
Richard E. Kochevar	Henry Smith, retired
Edward H. O'Donnell	John Traversaro, retired
Thomas A. Siragusa	Annual Salary Ordinance Authorized Position

Reporting the following PROVISIONAL appointments effective *OCTOBER 2, 2002:*

H30 Captain

Name	*Vice*
Steven M. Bokura	Attrition Savings
Edward L. Campbell	James O'Connor, retired
Charles Crane	Gerald Grey, retired
Michael J. Cunnie	Gary Lavaysse, retired
David L. Franklin	Daniel Miller, retired
Donald L. Frediani	Garry Bradford, apptd. H39
Mark J. Johnson	Russell Albano, apptd. H39
Patrick T. Gardner	Rudolph Labrado, retired
Michael Jones	Attrition Savings
James Lambrechts	Attrition Savings
Edward A. Liggins	Attrition Savings
Marty A. Ross	Peter Roybal, retired
Anthony Soule	Daniel Fulmer, retired
Raemona E. Williams	Edward Cruz, retired

Reporting the following PROVISIONAL appointments effective *OCTOBER 2, 2002:*

H20 Lieutenant

Name	*Vice*
Anthony D. Branchcomb	John Ahern, retired
Jeffrey M. Byrne	Cobden Hitchon, retired
Robert W. Cunningham	William Bonnie, retired
Richard J. Ford	Thomas Murray, retired
Edward F. Perricone	Richard Pogre, retired
Anita D. Paratley	Robert Oller, retired
Theresa E. Kwan	Curtis Young, terminated
John R. Sanchez	George Ripoll, retired
Richard Slattery	Garet Caulfield, deceased
Ronny B. Tsujimoto	James Riemer, retired
Richard Veal	Annual Salary Ordinance Authorized Position
Donald T. Gerhardt	Annual Salary Ordinance Authorized Position

C. Military Leave

Submitting for approval application from one member for Military Leave of Absence without pay, in order to comply with Military Orders received from his commanding officer:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Caulder, Leonard TSgt.	H3 FF/PM	09-07-02 thru 09-08-02	2	US Air Force Res. Travis AFB, CA	Attend Inactive Duty Training

D. Suspension - Cancellation

Amending the Minutes of 09-26-02, (Item 3.E), the suspension of H20 Lieutenant Leslie Steinhoff, Engine 39, for two days, October 5/6, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report). The above suspension has been cancelled.

E. Suspension

Reporting suspension of H2 Firefighter Renald Bacigalupi, Truck 14, for 90 calendar days, November 14, 2002, through February 11, 2003, for violation of Section 3922 of the Rules and Regulations (Acts Detrimental to Welfare of Department).

F. Suspension

Reporting suspension of the following:

H2 Firefighter Cary Butcher, Communications Center, for one day, October 11, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

H2 Firefighter Heather Piper, Engine 7, for two days, October 11/12, 2002, for violation of the Rules and Regulations as follows:

Section 3923 – Disobedience
Section 3924 – Insubordination

H6 Inspector Jeffrey Chin, Bureau of Fire Prevention, for one day, April 10, 2002, for violation of Section 3926 of the Rules and Regulations (Tardiness & Failure to Report).

G. Resignation

Submitting resignation of H33 Captain, EMS, Edward J. Sawicki, Jr., effective close of business September 27, 2002. (Resigned with satisfactory services. Transferred from DPH 07-01-97.)

H. Termination

Reporting the termination of H2 Firefighter Cynthia F. Childers, effective close of business September 5, 2002.

I. Report of Death

Reporting, with regret, the death of Firefighter Kent W. Brandt. Firefighter Brandt died on December 1, 2000.

J. Leave of Absence

Submitting request for leave of absence with pay for EMS Chief Richard Shortall, for 12 days, October 21 through November 1, 2002, in order to attend an executive development course at the National Fire Academy in Emmitsburg, Maryland. There will be no cost to the San Francisco Fire Department. EMS Chief Shortall will not be replaced.

K. Leaves of Absence

Submitting requests for leaves of absence with pay for Inspectors Alan De Bella and Therese Gee, Bureau of Fire Prevention, for one day, September 19, 2002, in order to attend a training class entitled *Residential Care Facilities* presented by the Santa Rosa Fire Department in Santa Rosa, California. Registration fee will be paid by Inspectors De Bella and Gee. They will not be replaced.

L. Leave of Absence

Submitting request for leave of absence with pay for Senior Personnel Analyst David Johnson, Fire Services Examination Unit, for two days, September 26 through September 27, 2002, in order to attend the International Personnel Management Association (IPMA) Central California Chapter Conference in Lodi, California. Registration and related fees are included in the 2002-03 budget. Mr. Johnson will not be replaced.

M. Leave of Absence

Submitting request for leave of absence without pay from 1450 Executive Secretary I Bernice Bongalon, for nine months, from September 23, 2002, through June 30, 2003. (Leave requested in order to accept a provisional promotional appointment as 1452 Executive Secretary II at Emergency Communications Department.)

N. Leaves of Absence

Submitting requests for leaves of absence with pay (sick leave) from the following:

Temporary Captain, EMS, Anthony Taormina, for the time period September 2002 through May, 2003 (various dates).

Firefighter Gregory Blatman, for the time period September 21, 2002, through September 22, 2002.

Firefighter Daniel Curran, for the time period August 18, 2002, through August 31, 2002.

Firefighter Daniel Garibaldi, for the time period August 1, 2002, through August 12, 2002.

Firefighter Humberto Pilarte, for the time period August 23, 2002, through September 22, 2002.

Firefighter Jose Ramirez, for the time period August 20, 2002, through August 31, 2002.

Firefighter Marilyn Villavicencio, for the time period June 17, 2002, through September 9, 2002, and for the time period September 9, 2002, through November 1, 2002.

Firefighter Keith Wong, for the time period September 2, 2002, through September 9, 2002.

Firefighter Gregory Wyman, for the time period August 6, 2002, through August 22, 2002.

Firefighter Glen Zorrilla, for the time period August 26, 2002, through September 4, 2002.

O. Leave of Absence

Submitting request for leave of absence without pay (sick leave) from Firefighter Rebeccah Sturtz for the time period July 17, 2002, through September 16, 2002.

P. Communications Received by Commission

The following communications have been received by the Commission from September 20, 2002 through October 3, 2002:

1. From James Corrigan, commenting on lack of public knowledge and department's knowledge (referring to Pump Station 2) of what goes on behind closed firehouse doors. Copy: each Commissioner and Chief of Department.

2. From James Corrigan, regarding the use of department motor vehicles for personal use and the reporting of such through the Controller's Office as taxable income. Copy: each Commissioner, Counsel for the Department and Chief of Department.

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Items A through P on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 13 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for September 2002.

Mario H. Treviño, Chief of Department, stated that he had nothing further to report beyond what had been submitted in writing.

President Nakajo requested that regular reports from EMS be placed on the agenda starting with the next Commission meeting.

President Nakajo directed that the monthly report be accepted and incorporated in the minutes of today's meeting.

C. Fire Commission Resolution 02-3 – Acceptance of Gift of Smoke Detectors

Submitted for adoption Resolution 02-3 accepting a gift of 1,000 smoke detectors from Kidde to promote fire safety and to help the San Francisco Fire Department accomplish its mission of saving lives and property

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and Resolution 02-3 was adopted.

D. Fire Commission Resolution 02-4 – Electronic Communications Policy

Submitted for adoption Resolution 02-4 defining the boundaries of acceptable use of electronic resources owned by the San Francisco Fire Department which includes computers, networks, electronic mail services and electronic information sources.

Commissioner Conroy moved and Commissioner del Portillo seconded. There were no questions or discussion and Resolution 02-4 was adopted.

E. Review and Approval of Procedure for Processing Mail

Procedure for all Fire Stations on the Receipt of U.S. Postal Mail, Federal Express Mail and UPS packages

Commissioner del Portillo moved and Commissioner Norman seconded. There were no questions or discussion and the procedure for processing mail was approved on recommendation of Chief of Department.

F. Public Comment

Frank Kelly, Secretary, San Francisco Firefighters Local 798, wished to read a letter to the Chief, through the Commission:

> *We apologize for the comments made at the September 26, 2002, Fire Commission meeting by John Darmanin. His comments in no way reflect the views or sentiments of Local 798 towards you. We support you in this endeavor one hundred percent. On some issues we will agree. On others, we will disagree but you will always have our respect. Sincerely, the undersigned, the Executive Board of Local 798.*

Mr. Kelly wished to present the letter to Chief Treviño as an apology from the Executive Board of Local 798 for the disparaging remarks at the last meeting. He noted that there may be various matters that the Chief and the union may not agree on but these matters will be handled through negotiations, meet and confers or possible arbitration and always in a civil and respectful manner.

John Darmanin, referred to the letter submitted by Mr. Kelly and stated that he had signed the letter as "dissenting", since he stood firmly behind the comments he had made at that meeting. Mr. Darmanin reiterated that no apologies were necessary.

Paul Chin, President, Asian Firefighters Association, spoke on behalf of the Executive Board of the Association regarding the article published in the *Independent*. The Board as elected representatives of the Asian-Americans in the Fire Department has always promoted diversity within the ranks so that the citizens of San Francisco can be better represented and served. The Board is aware of the issues voiced in the *Independent* but since not all the facts are available at this time, the Board wishes the record to show that the Asian Firefighters Association Executive Board has voted not to take any stance on the issues mentioned in the *Independent*. The allegations made by a few are not indicative of the views held by the Asian Firefighters Association. The Board will continue to gather as many facts on the issues as possible and maintain an open line of communication with the Commission and the Chief of Department. The Asian Firefighters Association is confident that the Chief will initiate a promotional process that is fair and equitable to all.

John Choy, Director, Asian Firefighters Association, referring to the article in the *Independent*, wished to clarify and stress that the views portrayed in the article are not the views of the Asian-American firefighters in the Department, 150 of whom are represented by the Asian Firefighters Association.

Commissioner Conroy wished to comment on the comments made at the last meeting regarding the disciplinary decision made by the Commission. He wished to be very clear that in every decision that he participated in with the Commission, he has had the utmost respect for his fellow Commissioners. He believes that each one of the Commissioners has the very best interests of the Fire Department in mind. In disciplinary matters especially, all decisions have been made with great consideration and deliberateness, and with concern for the way in which the Department and the involved individual would be affected. Commissioner Conroy believes that each Commissioner participating in a decision is doing what he or she sincerely believes is the right thing for the Department and for the City of San Francisco, even when not unanimous. Furthermore, he declared that people should be able to express their legitimate different views without personal attack and hoped that in the future differing opinions could be expressed in a professional way befitting of this fine department.

Commissioner del Portillo noted that Commissioners must abide by the rules and not respond to public comments made at meetings, even if she feels strongly about the issue. She recounted the numerous commissions she had served on, including the Board of Education, where heated issues were discussed but in each of those institutions efforts were made on both sides to keep the comments orderly and tasteful. Commissioner del Portillo believes that there should be no reason to be uncivil, even while disagreeing on issues. She believes that everyone has a responsibility to be civil to each and should not abuse the rights of a democracy by saying whatever one feels.

Commissioner Norman, in agreement with Commissioners Conroy and del Portillo, added that she perceives words said in anger as violence, and at no time should there be violence to one another. She believed that there is a clear difference between being heard and being agreed with. Commissioner Norman believes that the Commission as well as the Chief has been violated in the press and by individuals making assumptions on the decision making process that occurred. Furthermore, she noted that this Commission is very diverse and takes its diversity seriously by being involved in their communities but always the Commission's interest are with the City and County of San Francisco and those who work for the City. Commissioner Norman stated that the Commission wishes to support all of the members and their needs, and not to diminish or take away any power.

President Nakajo, in agreement with the other Commissioners, added that this is a united Commission that takes the its responsibilities very seriously. The Commission has been supportive of and open to public comment with a procedure that needs to be followed, in terms of time and civility. He encouraged everyone to voice their concerns, since that was their right and he believes that it is the responsibility of the Commission to hear them.

President Nakajo thanked Mr. Kelly for his appearance this evening and asked him to extend the Commission's appreciation of the letter from the Executive Board of Local 798 apologizing to the Chief for John Darmanin's statements. President Nakajo thanked Paul Chin and John Choy for appearing before the Commission and disavowing the article in the *Independent* about Asian-American firefighters in the Department. He reiterated the importance of members coming before the Commission to voice concerns and clarify issues and positions.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:50 p.m.

Tania Bauer
Secretary

JOHN F. HANLEY
PRESIDENT

JOSEPH MORIARTY
VICE PRESIDENT

FRANCIS KELLY
SECRETARY

THOMAS O'CONNOR
TREASURER

DIRECTORS
DENNIS KRUGER
GERALD SHANNON
BOB ARZAVE
JAMES VANNUCCHI
JOHN DARMANIN

SAN FRANCISCO FIRE FIGHTERS Local 798
1139 MISSION STREET, SAN FRANCISCO, CALIFORNIA 94103-1514
TEL: 415/621-7103 • FAX: 415/621-1578

October 9, 2002

Public Comment Statement – This summary statement is provided by the speaker and is neither generated by, nor are its contents subject to approval by, the Fire Commission

Mario H. Treviño, Chief
San Francisco Fire Department
City and County of San Francisco
698 Second Street
San Francisco, CA 94107-2015

RE: Recent Fire Commission Meeting

Dear Chief Treviño,

We apologize for the comments made at the Fire Commission meeting of September 26, 2002 by John Darmanin. His comments in no way reflect the views or sentiments of Local 798 towards you. We support you 100%. On some issues, we will agree and on others, we will disagree, but you will always have our respect.

Sincerely,

John F. Hanley
President

Joseph Moriarty
Vice President

Francis Kelly
Secretary

Thomas O'Connor
Treasurer

Dennis Kruger
Director

Gerald Shannon
Director

Bob Arzave
Director

James Vannucchi
Director

John Darmanin "DISSENTING"
Director

DEPARTMENT OF VETERANS AFFAIRS
Medical Center
4150 Clement Street
San Francisco CA 94121

September 12, 2002 In Reply Refer To:

Mario Trevino, Chief
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

On behalf of the San Francisco VA Medical Center I would like to express my sincere appreciation to you and the officers of the San Francisco Fire Department who assisted with our ceremony commemorating the one-year anniversary of September 11th. The attendance of Lt. Tom Abbott added a strong sense of community to this solemn ceremony and his support was much appreciated.

Please extend my personal gratitude to Lieutenant Abbott for his assistance in the placing of the wreath during the ceremony. It is reassuring to those of us at the Department of Veterans Affairs that we can rely on the fine men and women of the San Francisco Fire Department to support activities at the San Francisco Medical Center

I am attaching a copy of a poem read during the ceremony, which Lieutenant Abbott had requested. Also, I have enclosed some of the pictures taken by our staff. Thank you again for your support.

Sincerely,

Sheila M. Cullen
Medical Center Director

Encl (3)

BRITT
&ASSOCIATES

Public Relations
1980 Washington Street #106
San Francisco, CA 94109
415/474-0326 • FAX 415/776-3883
Email: britt95co@aol.com

Thursday, September 12, 2002

Chief Mario Trevino
SF Fire Department
698 Second St
San Francisco, Ca 94107

Dear Chief Trevino:

This is just a short note to tell you how much we appreciated the commitment and dedication made by your office to attend a service at the San Francisco Columbarium in San Francisco's Richmond District to memorialize the lives of those lost on September 11, 2001.

On behalf of the San Francisco Columbarium staff and the Neptune Society of Northern California, we would like to commend the efforts of Lt. Nicol Juratovac, as well as Lt Pete Fay, Nicki DiVecchio, Mark Gradney, and Gary Dito -- firefighters and paramedics from the SF Fire Department Engine 12.

The service meant a lot to the local community and your Department's attendance made it special.

With best regards,

Trisha Britt
Public Relations Counsel

SSF | Sail San Francisco

One World, One Ocean

September 16, 2002

Dear Mr. Trevino:

On behalf of all of us at Sail San Francisco, we would like to thank you for your support during the Tall Ships Festival. You were extremely generous with your time and expertise, and we could not have organized such a successful event without you.

The ultimate mission of Sail San Francisco is to foster multicultural goodwill, to create international understanding, and to promote diversity and tolerance in our community. Under the theme *"One World, One Ocean"*, SAIL SAN FRANCISCO! 2002 brought together an estimated one million people to the waterfront.

We received tremendous reviews from our sponsors, guests, and friends of the international community. Because of your help, we were able to offer an opportunity to rediscover our rich maritime tradition and to educate the public about sail training.

Thank you for your continued support. We look forward to working together in the future.

Sincerely,

Mary Stevens
Event Planner

Alison Healy
Executive Director

2801 Leavenworth Street, 2nd. Floor • San Francisco, CA 94133 Tel: 415 447 9822 Fax: 415 447 7320 • www.sailsanfrancisco.org

San Francisco/San Mateo District

Pest Control Operators of California, Inc.
3031 Beacon Blvd.
West Sacramento, CA 95691
Phone: 916.372.4363
Fax: 916.372.5437
Web-site:

Harvey Logan, (916) 372-4363, ext 101
PCOC Executive Vice President
Kim Gasper, (916) 372-4363, ext 108
PCOC - Director of Membership
Ken Ward, (415) 922-1666
Fax: (415) 922-1789
Crane Pest Control
PCOC SFM District, District Chair
James Carr, (650) 557-0143
Fax: (650) 557-9116
Eureka Valley Pest Exclusion, Inc.
PCOC SFM District, Secretary-Treasurer

September 17, 2002

San Francisco Fire Department
Chief Mario Trevino
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino,

We would like to extend our appreciation to you and the department for allowing Lt. Peter J. Schembri to speak at our September 12th dinner meeting at the Moonraker Restaurant. The topic on Bird Deterrent Netting was a hot topic even more so than the Fumigation Procedures since many pest management professionals were unaware of the entanglement danger that netting poses to firefighters responding wearing Scott Air Packs.

In addition, the topic of Fumigation Procedures was a big surprise to all of us! We had no idea that the fire department is being "left out of the loop" in fumigation notification and procedures.

The PCOC will raise the fumigation issue at the next director's meeting held in San Francisco on September 20th.

Sincerely,

PCOC SFM District
James P. Carr, PCOC SFM District Secretary - Treasurer

cc: Kim Gasper

Telephone +1 415 908 7660
Facsimile 1 415 597 2171
harry.wilson@barclaysglobal.com

PERFORMANCE THROUGH INNOVATION

BARCLAYS GLOBAL INVESTORS

September 18, 2002

Chief Mario Trevino
SFFD
698 Second Street
San Francisco, Ca 94107

Dear Chief Trevino,

I am writing this letter to express my gratitude for assistance provided by members of your department.

On September 13, 2002 we conducted an evacuation drill at our corporate headquarters, located at 45 Fremont St. San Francisco, Ca. Battalion Chief Brendan Ward along with personnel from Engine #35 monitored and assisted in our drill. Their involvement made the drill more meaningful to our employee's and also made sure the drill was conducted with a maximum of safety. Please pass along my thanks to Chief Brendan and all the members of Engine #35. Additionally I would like to commend Lieutenant Fernando Juarez for coordinating this effort and training our employees in preparation for this evacuation drill. His training session was excellent.

Thank you and all the outstanding men and women of your department for the great job you do each and every day.

Sincerely,

Harry Wilson

Harry Wilson

Deputy Director of Security/Barclays Global Investors

45 Fremont Street
San Francisco, CA 94105
Post: P.O. Box 7101
San Francisco, CA 94120-7101

Cheryl Parrott
Secretary
Westwood Park Homeowner's Association
720 Miramar Avenue
San Francisco, CA 94112
415-586-0166

September 25, 2000

Chief Mario H. Trevino
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

THANK YOU!

Truck Company 15 attended our annual meeting at Westwood Park on Saturday. Everyone appreciated your Fire Fighters' gracious manner and their big red truck. Please give our thanks to:

- Chief Quartaroli
- Peter Li
- Diane Figari
- Carla Cirelli
- Ramon Barreto
- Bob Tai
- Mike Dietzen

We hope you will be able to join us next year.

Regards,

Cheryl Parrott
Secretary

Emergency Communications Department
1011 Turk Street, San Francisco, CA 94102
(415) 558-3800 Fax (415) 558-3841

llie L. Brown, Jr. Mayor

Daniel A. Sullivan Acting Executive Director

September 27, 2002

Mario H. Treviño
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Treviño:

I wish to bring to your attention some kind remarks sent by the Sullivan family, of 1615 23rd Avenue, commending the work of the Fire Dispatch and Emergency Response Personnel as they responded to the family's request for emergency medical assistance.

On August 21st, the Sullivan family called 9-1-1 to ask for assistance for their elderly family member who had fallen down a flight of stairs and was in bad condition. The family was greeted by Firefighter Patrick Sullivan who quickly arranged for the dispatch of emergency fire personnel. Firefighter Sullivan was professional throughout the call, providing a calming voice of reassurance, letting the caller know that help was on the way. While on the phone, Firefighter Sullivan quickly summoned for the fire radio dispatchers to begin dispatch as he continued to screen the emergency call. Firefighters Antonio Rocha and Edmond Vail expeditiously dispatched emergency response personnel within 23 seconds.

Firefighters and paramedics promptly arrived on the scene in three minutes with additional personnel arriving shortly thereafter. All personnel provided excellent and professional emergency care to the elderly fall victim.

As thoughtfully noted in the attached e-mail from the Sullivan family, they considered the service rendered by the personnel to be exemplary. The Fire Dispatch and Emergency Response Personnel are a credit to the Fire Department, the Emergency Communications Department, and indeed the City and County of San Francisco.

I wish to commend the personnel for their dedication to providing consistent and excellent emergency help to the residents and visitors of the City of San Francisco.

Sincerely,

Daniel A. Sullivan
Acting Executive Director

cc: Fire Commission
Firefighter Patrick Sullivan
Firefighter Antonio Rocha
Firefighter Edmond Vail
Firefighter John Skance
Firefighter Lars Aspelin
Firefighter/Paramedic Robert Weaver
Captain Armando Mayorga
Firefighter Claudio Rivieccio
Paramedic Captain James Strain
Lieutenant Glen Kojimoto
Firefighter Erin Murphy-Harp
Firefighter Clarence Ruffin
Firefighter Mary Minogue-Reidy
Firefighter Cynthia Rickert
Firefighter/Paramedic Eric Nylander

September 17, 2002

Mr. Mario Trevino
Fire Marshal
San Francisco Fire Department
698 Second Street,
San Francisco, CA 94107

Dear Mr. Trevino,

I would like to send you my thankful thought.

On August 29 Mr. Chin presented a lesson to Autumn Glow Alzheimer's Care Home staffs on the topic of fire evacuation plan procedures. The presentation was informative and knowledgeable.

I was deeply appreciated that you and your department provided a Cantonese speaker to do the presentation because monolingual communication assisted us to understand the presentation. In addition, what we learned would benefit all residents in Autumn Glow. Your understanding of Chinese community's need makes you a very impressive leader in the community. Therefore, I would like to invite Mr. Chin again to do the fire drill with us.

Thank you for your attention.

Yours truly,

Joni Wu
Assistant Administrator

cc.Mr. Chin
Mr. Massegain

San Francisco Fire Dept
698 - 2nd Street
San Francisco, Ca 94107

Re: Carl Drake

Dear Sir,

On August 17, 2002, - I ran into a problem with my furnace. Aug 17, 2002, was a very cold day. The pelot light on the furnace would not light. In my residence, - I have a victim of emphysema who is on oxygen twenty-four hours a day and requires heat on the twenty-four hours. I called P.G & E. and was told they could not give us service and the first day they could come could be the following Monday afternoon. This could not do as the victim needed heat at this very moment.

- I called the Fire Department to inquire if any help could come from them. Fortunately I talked to Carl Drake who - I believe is in your Communications Center. He contacted P.G. & E and with his explanation of this serious problem, a serviceman was available to correct the problem.

- I want to thank your department and especially Carl Drake for the help given to us again. Thank you very much.

Helen M. Nash
2439 - 14th Ave
San Francisco, Ca. 94116

9/21/02

...ar Chief Fearing,

This is to tell you ...ow grateful Ulloa ...st is for the fire ...gine that attended our ...lock party provided ...y Captain Phil Kelber. ...r was a highlight ...f the afternoon for ...e children as well ... for the adults.

...hd hats off to Engine 39 and Captain Bill Donatti Firefighter Al Harvey Firefighter Jason Harrell Firefighter Jonathan Pettey.

Again my special thanks to each and everyone of you.

Sincerely,

Ann E. Wharton

RECD - S.F.F.D.
02 SEP 23 PM 4:57
OFFICE OF CHIEF

Ann E. Wharton
62 Ulloa St.
San Francisco, CA 94127-1218

Sept. 2002

Dear Fire Chief,

Thank you for responding to our needs and sending us such wonderful Fire Fighters to help us memorialize Sept 11th by witnessing to the valor of men like these. Their humility graced our prayer service and taught our students the meaning of "hero."

Batallion Chief Tom Scrogum and his Batallion spoke so beautifully about the meaning & legacy of Sept 11th's tragedy and touched the hearts of all of us.

God Bless you & your men. We are proud to share this City with you!

Sincerely,
Dina Bahr

Coming from a long line of San Franciscans I am always aware of fire – The Fire and the magnificient role you Firefighters play in our city. On the part of any and all of us who have used your ambulances and your fire engines – thank you from the bottom of our hearts. In your thoroughness promptness, courtesy: expertise. I saw 3 of your trucks drive up to 1000 Sutter last Thursday. I knew we were in good hands.

thanks to all of you and your "brothers" and "sisters" here in this City of Saint Francis.

Sincerely

(Mrs.) Barbara Nixon

September 26, 2002

SAN FRANCISC0 FIRE DEPARTMENT

DATE September 25, 2002

FROM: VELO, Jose L. , Lt. Engine 39, Tour 20, 4322VE

TO: Lt. Juratovac, Chief's Office

SUBJECT: Letters of appreciation from Neighbors

REFERENCE: None

ENCLOSURE: Letters from neighbors

1. I have enclosed several letters from neighbors received in the last few months showing their appreciation and gratitude for services rendered on them or relatives.

2. It is common practice for our neighbors to send this letters to us instead of to the Chief's office. They really feel our station as their neighborhood station. Maybe they can be included in upcoming fire commission minutes.

3. Thanks for your assistance, as always.

Five letters of praise were received from the following:

- Lieutenant Mark Lincoln, Department of California Highway Patrol
- Ernesto Corday
- Beth Grace Silver
- Elaine Fong Joe
- Mary Portman

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Meeting, Wednesday, October 16, 2002 – 1:30 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

Item No.

1. **On ROLL CALL,** the following were present:

President	Stephen A. Nakajo
Vice President	Russell S. Roeca
Commissioner	Paul A. Conroy
Commissioner	Pat Norman
Commissioner	Carlota del Portillo

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2. **PUBLIC COMMENT**

   There was no public comment

3. **CLOSED SESSION TO CONFER WITH LEGAL COUNSEL**

   Pursuant to the State of California Government Code, Section 54956.9.(a) Anticipated Litigation, and San Francisco Administrative Code Section 67.11, the Fire Commission will meet in closed session with the City Attorney to discuss the matter of Cynthia Childers vs. CCSF, et al.

   1. Commissioner Norman moved for closed session and Commissioner del Portillo seconded. The Commission went into closed session at 1:40 p.m.

   2. There was no public comment pertaining to the closed session.

   3. The Commission reconvened in open session at 5:30 p.m.

      a. Commissioner Conroy moved and Commissioner Roeca seconded not disclose any action taken in closed session.

      b. Commissioner Norman moved and Commissioner del Portillo seconded not disclose any discussion held in closed session.

4. **ADJOURNMENT**

   There being no further business before the Commission, the meeting was adjourned at 5:35 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-31

MINUTES

Fire Commission

San Francisco, California

October 24, 2002

The Regular Meeting scheduled for 6:00 p.m.

on October 24, 2002, has been cancelled.

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Tania Bauer
Secretary

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, November 14, 2002 – 4:00 p.m.

698 Second Street, Room 221 ▪ San Francisco ▪ California ▪ 94107

Item
No

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1. **On ROLL CALL,** the following were present:

President	Stephen A. Nakajo
Commissioner	Pat Norman
Commissioner	Paul Conroy

Commissioner del Portillo was excused due to illness and Commissioner Roeca was delayed.

2. **PUBLIC COMMENT**

There was no public comment.

3. **COMMISSION DELIBERATIONS, INCLUDING POSSIBLE APPROVAL OF PROPOSED FINDINGS OF FACT**

Commission Deliberations and possible approval of proposed Findings of Fact in a case concerning the formal complaint filed by Mario H. Treviño, Chief of Department, against Firefighter Cynthia Childers, dated June 3, 2002, for violation of the Rules and Regulations as follows:

Section 3912 – Use of Intoxicants/Drugs
San Francisco Fire Department Substance Abuse Policy

This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

3.1. Public Comment on all matters pertaining to Closed Session

There was no public comment on the closed session. The Commission went into closed session at 4:10 p.m.

3.2. Reconvene in Open Session

The Commission reconvened in open session at 4:15 p.m.

a. Possible report on action taken in Closed Session, pursuant to Government Code Section 54957.1 and 54957.7, and San Francisco Administrative Code Section 67.12(b).

President Nakajo announced that the Secretary had received a request for a continuance from Sylvia Courtney, counsel for Cynthia Childers. The Commission granted the continuance. The Secretary will set a new date that is mutually convenient to all parties.

b. Vote to elect whether to disclose any or all Closed Session discussions, pursuant to San Francisco Administrative Code Section 67.12(a).

President Nakajo declared that none of the discussions held during closed session would be disclosed.

4. ADJOURNMENT

The Special Hearing was adjourned at 4:15 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-33

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – November 14, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Paul A. Conroy

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Commissioner Carlota del Portillo was excused because of illness.

Mario H. Treviño	- Chief of Department
Raymond Balzarini	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration
Gary P. Massetani	- Chief of Staff

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Joanne Hayes-White	- Division of Training
Kenneth Cereghino	- Division of Fire Prevention & Investigation (Acting)
Richard C. Shortall	- Division of Emergency Medical Services

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Johnny R. Lo	- Administration
Paul D. Jones	- Operations
Marshal Isaacs, M.D.	- Emergency Medical Services

Chief Officers – Firefighting Services:

John S. Peoples	- Division 2
Arthur W. Kenney	- Division 3

2. APPROVAL OF THE MINUTES

Regular Meeting of October 10, 2002, and Special Meeting of October 16, 2002.

Commissioner Norman moved and Commissioner Conroy seconded.

Public Comment

John Darmanin reiterated his complaint that his public comment at the September 26, 2002, Regular Commission meeting was greatly abridged and did not fully reflect his comments when it was published in the minutes of that meeting and then approved, without amendment, on October 10, 2002.

James Vannucchi, Director, San Francisco Firefighters Local 798, stated that he had been directed by John Hanley, President, to reiterate and reaffirm that John Darmanin's comments do not represent, in any manner or form, the opinion of Local 798.

There were no further questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through R) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during October 2002.

Division of Fire Prevention & Investigation

Submitting monthly reports from Division of Fire Prevention & Investigation concerning activities performed during August and September, 2002.

Physician's Reports

Submitting biweekly reports of Fire Department Physician concerning disability injuries, September 28 through October 11, 2002, and October 12 through October 25, 2002.

B. Appointments

Reporting the following PROVISIONAL appointments effective *OCTOBER 26, 2002:*

H33 Captain, EMS

Name	*Vice*
David W. Andersen	Annual Salary Ordinance Authorized Position
Kevin S. Boone	Annual Salary Ordinance Authorized Position
Melany Brandon	Annual Salary Ordinance Authorized Position
Marco W. Carniglia	Annual Salary Ordinance Authorized Position
George A. Cerna	Annual Salary Ordinance Authorized Position
Kevin S. Chocker	Annual Salary Ordinance Authorized Position
David B. Drabble	Annual Salary Ordinance Authorized Position
Timothy B. Fewell	Annual Salary Ordinance Authorized Position
Peter Howes	Annual Salary Ordinance Authorized Position
Eric R. Storey	Annual Salary Ordinance Authorized Position
Niels L. Tangherlini	Annual Salary Ordinance Authorized Position
Salvatore Taormina	Annual Salary Ordinance Authorized Position
Sandra L. Tong	Annual Salary Ordinance Authorized Position
Andy G. Zanoff	Ronald Louie, retired
Robert C. Kuzma	Edward Sawicki, resigned

Reporting the following PROVISIONAL appointment effective *JULY 2, 2002*:

H20 Lieutenant

Juanita Hodge (vice: Patricia Yuen to H2)

Reporting the following PROVISIONAL appointment effective *JULY 1, 2002:*

H20 Lieutenant

Nicol Juratovac (vice: Richard Pogre)

Reporting the following PROBATIONARY appointment effective *OCTOBER 15, 2002:*

H3 Firefighter/Paramedic (rehire)

Marc E. Pearson (vice: Marc Pearson, resigned)

Reporting the following PROBATIONARY appointments effective *OCTOBER 15, 2002*:

H2 Firefighter

Name	*Vice*
Victor C. Gonzalez	Douglas Dryden, terminated
Michael G. Aguilar	John Blake, retired
Matthew L. Alba	William Hogan, terminated
James K. Ayache	Frank Kunst, retired
David F. Aymerich	Kevin Martin, auto resigned
Lainie M. Bebber	Robert Paul, retired
Brian E. McCarthy	Eugene Maher, retired
Jason W. Bland	Gary Barisone, retired
Francine Maiko Bristow	New Hire/Hiring Plan
Christine Cheung	New Hire/Hiring Plan
David A. Crespin	New Hire/Hiring Plan
Stephen D. Cruz	Sidney Taylor, retired
Scott H. Darmstadt	Michael O'Leary, retired
Julie C. DeJarlais	Richard Mize, retired
Ian J. Derammelaere	Margaret McFadden, resigned
Michael F. Digre	Gregg Takeuchi, resigned
Chris C. Dugan	New Hire/Hiring Plan
Gavin D. Estupinian	New Hire/Hiring Plan
Damian Garcia	New Hire/Hiring Plan
Andrew E. Gleason	New Hire/Hiring Plan
Robyn E. Gralicer	New Hire/Hiring Plan
Richard A. Holback	New Hire/Hiring Plan
Jennifer R. Hunt	New Hire/Hiring Plan
Jeff Iwasaki	New Hire/Hiring Plan
Michael Juan	Allan Reinhard, retired
Shayne D. Kaialoa	Thaddeus Golas, retired
Kerry B. Mann	New Hire/Hiring Plan
Thomas J. Mannion	New Hire/Hiring Plan
Aram J. Maravillas	New Hire/Hiring Plan
Gavin R. Marconi	New Hire/Hiring Plan
Guadalupe O. Marin	New Hire/Hiring Plan
Sean F. McKinney	New Hire/Hiring Plan
Sean E. Mullane	New Hire/Hiring Plan
Brian E. Murphy	Annual Salary Ordinance Authorized Position

Roger W. Ng	New Hire/Hiring Plan
Mark R. O'Connor	New Hire/Hiring Plan
Christopher K. Pratt	New Hire/Hiring Plan
Reuben N. Ramos	New Hire/Hiring Plan
Joseph B. Sallady	New Hire/Hiring Plan
John R. Silva	New Hire/Hiring Plan
David G. Smiley	New Hire/Hiring Plan
Danielle C. Gunthner	New Hire/Hiring Plan
Valerie A. Stephenson-Boyd	Frank Puccetti, deceased
Nathan M. Szutu	Jeff Mitchell, terminated
Henry H. Tasto	Thomas Kazarian, retired
Jack K. Taylor	Francis Kelly, retired
Kailin M. Waterman	Raymond Foley, deceased
Miles C. Young	Leal Ugrin, retired

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Mulhair, Leslie K.	H2 Firefighter	Service	Aug. 29, 2002
Clement, Bruce W.	H2 Firefighter	Ind. Dis.	Feb. 01, 2002
Fong, Jackson S.	H2 Firefighter	Ind. Dis.	Jan. 18, 2001
Smyk, James A.	H2 Firefighter	Ind. Dis.	Dec. 16, 2000
Flaherty, Michael L.	H1 Fire Rescue Paramedic	Ind. Dis.	Jan. 19, 2002

(Retirement Certificates will be presented at Fire Commission meeting of January 23, 2003)

D. Military Leaves

Submitting for approval applications from four members for Military Leaves of Absence without pay, in order to comply with Military Orders received from their commanding officers:

Name	*Rank*	*Dates*	*Days*	*Military Organization*	*Purpose*
Pampanin, Vincent SSgt.	H10 C/Aide	09-21-02 thru 09-22-02	2	US Army Res. Moffett Field, CA	Attend Inactive Duty Training
Caulder, Leonard TSgt	H3 FF/PM	10-19-02 thru 10-20-02	2	US Air Force Res. Travis AFB, CA	Attend Inactive Duty Training
Meneses, Ferdinand SSgt	H2 FF	10-05-02 thru 10-06-02	2	US Army Res. Oakland, CA	Attend Inactive Duty Training
Brown, Mark SSgt	H2 FF	09-23-02 thru 09-22-03	365	US Air Force Res. Travis AFB, CA	Attend Active Duty Training

E. Resignation

Submitting resignation of the following:

Probationary H3 Firefighter/Paramedic Peter A. Ubaldi, effective close of business October 12, 2002. (Resigned with satisfactory services. Started work 04-01-02.)

7388 Utility Plumber Daniel J. Godfrey, effective close of business October 28, 2002. (Resigned to transfer to the Water Department. Approximate length of service – 14 years.)

F. Separation

Reporting separation (release from appointment) of Probationary H3 Firefighter/Paramedic Robert D. Fleeup, effective close of business October 29, 2002. (Started work 08-26-02.)

G. Leave of Absence

Submitting request for leave of absence with pay for Deputy Chief of Operations Bernie Lee and EMS Section Chief Robert Navarro, for four days, November 9 through November 22, 2002, in order to attend the Metropolitan Medical Response System (MMRS) Quarterly meeting. In addition, a Bio Terrorism Exercise and Conference presented by the Department of Health and Human Services in conjunction with Tucson Fire Department will follow the Quarterly meeting. Funds for the MMRS meeting and terrorism exercise are included in the 2002-03 budget. Deputy Chief Lee and Section Chief Navarro will not be replaced.

H. Leave of Absence

Submitting request for leave of absence with pay for Assistant Deputy Chief Joanne Hayes-White, Division of Training, for five days, November 2 through November 6, 2002, in order to attend the Training Resources and Data Exchange (TRADE) Conference at the National Fire Academy in Emmitsburg, Maryland. Transportation and lodging will be paid by the National Fire Academy. Assistant Deputy Chief Hayes-White will not be replaced.

I. Leave of Absence

Submitting request for leave of absence with pay for Acting Assistant Chief Paul Jones, for one day, October 11, 2002, in order to attend the Work Place Safety and OSHA Compliance Conference in San Francisco. Estimated cost for the seminar is $199.00, and is included in the 2002-03 budget. Acting Assistant Chief Jones will not be replaced.

J. Leave of Absence

Submitting request for leave of absence with pay for T/Lieutenant Barry Wong, Public Information Officer, for five days, November 4 through November 8, 2002, in order to attend the *Crisis Communication and the Media Level I* class sponsored by the California Specialized Training Institute in San Luis Obispo, California. The cost for tuition and lodging is included in the 2002-03 budget. T/Lieutenant Wong will be replaced by T/Paramedic Captain Peter Howes and the Associate Public Information Officers.

K. Leaves of Absence

Submitting requests for leaves of absence with pay for Inspectors Bruce Guitron, William Mitchell, and Gerald Zari, Bureau of Fire Prevention, for five days, November 18 through November 22, 2002, in order to attend Fire Prevention 2A class (Fire Protection Systems and Building Components) presented by the Industrial Emergency Council in San Carlos, California. Registration fee for the seminar will be paid by each member. None of these members will be replaced.

L. Leave of Absence

Submitting request for leave of absence with pay for Lieutenant Michael Braida, Bureau of Fire Prevention, for 10 days, November 11 through November 22, 2002, in order to attend a training class entitled *Principals of Fire Protection: Structures and Systems* presented by the National Emergency Training Center in Emmitsburg, Maryland. Registration fee will be paid by Lieutenant Braida. He will not be replaced.

M. Leave of Absence

Submitting request for leave of absence with pay for Firefighters Michael Walsh and Jerry Keohane, Bureau of Equipment, for three days, November 6 through November 8, 2002, in order to attend the SVI Fire and Rescue Truck facility in Loveland, Colorado. There is no cost to the Fire Department except to replace Firefighter Keohane for one tour on Friday, November 8, 2002.

N. Leaves of Absence

Submitting requests for leaves of absence with pay (sick leave) from the following:

Assistant Chief Aaron Stevenson, for the time period August 12, 2002, through August 21, 2002.

Battalion Chief Alson Lee, for the time period November 1, 2002, through November 1, 2003 ("intermittent" sick leave).

Captain Anthony Stefani, for the time period May 29, 2002, through December 31, 2002.

Lieutenant James Carey, for the time period September 18, 2002, through September 25, 2002.

Lieutenant Mike Wong, for the time period September 12, 2002, through November 18, 2002.

Chief's Aide Michael Celona, for the time period September 24, 2002, through October 2, 2002.

Firefighter/Paramedic Stuart Beach, for the time period September 5, 2002, through September 20, 2002.

Firefighter/Paramedic Robert Boughn, for the time period August 5, 2002, through September 5, 2002.

Firefighter/Paramedic Stephen Giacalone, for the time period September 23, 2002, through November 30, 2002.

Firefighter/Paramedic Michael Song, for the time period September 4, 2002, through September 12, 2002.

Firefighter Gary Alexander, for the time period September 23, 2002, through October 2, 2002.

Firefighter Robert Bassett, for the time period August 25, 2002, through October 25, 2002.

Firefighter Jesse Bautista, for the time period October 18, 2002, through October 30, 2002.

Firefighter Gregory Blatman for the time period September 21, 2002, through November 21, 2002 ("intermittent" sick leave).

Firefighter Michael Bryant, for the time period September 5, 2002, through September 14, 2002.

Firefighter Michael Carion, for the time period September 11, 2002, through October 5, 2002.

Firefighter Clydelho Frommoethelydo, for the time period August 8, 2002, through August 20, 2002.

Firefighter Leonardo Harris, for the time period October 1, 2002, through October 8, 2002.

Firefighter William Healy, for the time period September 23, 2002, through October 3, 2002.

Firefighter Mark Macias, for the time period September 6, 2002, through November 6, 2002.

Firefighter Tilafaiga Manu, for the time period August 26, 2002, through October 4, 2002.

Firefighter Joseph Sullivan, for the time period September 15, 2002, through September 22, 2002.

Firefighter Rebecca Weiss, for the time period September 5, 2002, through September 17, 2002.

Firefighter Edward Yup, for the time period September 7, 2002, through September 16, 2002.

O. Leave of Absence

Submitting request for leave of absence with pay (vacation) from Lieutenant Joseph Driscoll, for the time period August 25, 2002, through November 25, 2002.

P. Leaves of Absence

Submitting requests for leaves of absence without pay from the following:

Firefighter Keith Baraka, for the time period July 18, 2002, through August 1, 2002, and for the time period September 20, 2002, through October 21, 2002.

Firefighter Mark Hardeman, for the time period November 4, 2002, through February 3, 2003.

Firefighter Angela Romero, for the time period November 4, 2002, through December 9, 2002.

Firefighter Rebeccah Sturtz, for the time period October 10, 2002, through October 28, 2002.

Paramedic Jean Duncan, for the time period October 16, 2002, through October 27, 2002.

Q. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 1	02-3-039	8/15/02	624	C	File

Off: T/Lt. Eugene Murphy Drv: PX Richard Miles Tlr: FF Michael Quinn

Cause: Misjudged clearance - While returning from unit dispatch in heavy traffic conditions, Trk 1 struck mirror of a civilian vehicle

Medic 5	02-3-040	8/22/02	0	A	File

Drv: PX Brian Collins

Cause: Misjudged clearance - While returning to quarters, Medic 5 clipped a dumpster that was partially blocking the lane, causing Medic 5's mirror to break off

Truck 10	02-3-041	8/23/02	613	B	Bill

Off: T/Lt. Paul Barry Drv: FF Stephen Moore Tlr: FF Joseph Conway

Cause: While making a left turn, Trk 10 struck a civilian vehicle which was in parallel with the truck

EMS RC 1	02-3-042	8/27/02	926	B	Bill

Off: T/PM Capt. Sandy Tong

Cause: Responding with red lights and siren, RC 1 gained control of the intersection and, while proceeding through intersection, struck a civilian vehicle that failed to yield

Truck 7	02-3-043	8/28/02	620	A	File

Off: T/Lt. Mike Wong Drv: FF Peter Arnautoff Tlr: FF Joel Sato

Cause: While making a right turn, Trk 7 struck two parked civilian vehicles due to driver making adjustment to his glasses

Medic 18	02-3-044	8/28/02	739	A	File

Drv: PX Gil Intengan

Cause: Misjudged clearance - While returning from a unit dispatch, the mirror of Medic 18 clipped the mirror of a parked truck, breaking both mirrors

Truck 11	02-3-045	8/28/02	617	A	File

Off: T/Lt. Alphonso Howard Drv: FF William Emde Tlr: FF Rick Gloistein

Cause: While backing into quarters, Trk 11 struck a parked civilian vehicle

Medic 94	02-3-046	9/5/02	720	B	File

Drv: P/M Anna Herlitz

Cause: While parked at an incident, Medic 94 was struck by a vehicle that did not stop

Medic 18	02-3-047	9/6/02	793	A	File

Drv: FF/PM Richard Faust

Cause: While backing into the emergency room parking at SFGH, Medic 18 struck the backboard storage rack, damaging the rear door and left side of ambulance

Engine 32 02-3-048 9/7/02 584 C File
Off: T/Capt. Anthony Robinson Drv: FF Tracy Courtney
Cause: Misjudged clearance - While responding with red lights and siren, Eng 32 struck mirror of a civilian vehicle

Relief Apparatus, Sta. 20 02-3-049 9/11/02 607 B Bill
Off: Lt. Edward Campbell
Cause: Firefighter backed personal vehicle into relief apparatus

Medic 43 02-3-050 9/12/02 736 C File
Drv: PX Michael Rubin
Cause: While making left turn into emergency entrance to Kaiser Hospital, Medic 43 scraped bumper of a civilian vehicle

Medic 13 02-3-051 9/13/02 741 C File
Drv: FF/PM Michael Ferrara
Cause: While transporting patient to UCSF and travelling against traffic to emergency room entrance, Medic 13 struck a civilian vehicle making a U-turn due to blocked vision by a double-parked truck

EMS RC 4 02-3-052 9/14/02 916 B Bill
Off: T/PM Capt. Mark Nicholas
Cause: Responding with red lights and siren, and making a left turn, RC 4 rear ended a civilian vehicle

Medic 38 02-3-053 9/16/02 744 B Bill

Cause: While Medic 38 was being towed to Central Shops, tow truck came to a stop and the ambulance rolled forward striking tow truck because it was not properly secured

Medic 17 02-3-054 9/17/02 743 A File
Drv: FF/PM Rachael Atchison
Cause: Misjudged clearance - While turning right and returning to quarters, Medic 17 struck and broke mirror of a parked civilian vehicle

Engine 6 02-3-055 9/20/02 530 A File
Off: T/Capt. Matthew Plescia Drv: FF Edward Martinez
Cause: Misjudged clearance - While responding to a unit dispatch, Eng 6 struck mirror of USPS van

Battalion 5 02-3-056 9/20/02 924 A File
Off: T/BC Kevin Burke Drv: C/A Arnold Woo
Cause: Misjudged clearance - While pulling away from curb in front of Station 6 in response to a box alarm, Batt 5 struck Water Department test dispenser

Engine 38	02-3-057	9/23/02	589	A	File

Off: Lt. Steven Jones Drv: FF Aaron Stevenson

Cause: While exiting quarters, Eng 38 turned right and struck a parked civilian vehicle

BFP	02-3-058	9/24/02	20	B	Bill

Drv: FSI II Francis Sperisen

Cause: While stopped at a red light, BFP vehicle was rear ended by a Ryder van attempting a lane change

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

R. Communications Received by Commission

One communication was received by the Commission from October 3, 2002, through November 7, 2002.

Commissioner Roeca moved and Commissioner Norman seconded. There were no questions or discussion and Items A through R on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 22 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for October 2002.

Mario H. Treviño, Chief of Department, informed the Commission that starting with the meeting of November 14, 2002, he will provide details regarding major incidents to which the Department responded. Furthermore, there will be a monthly update provided by EMS at the first meeting of the month.

October 31, 2002 - Halloween Response in the Castro District

The Department responded to 68 EMS calls in a period of six hours. Foot response teams comprised of paramedics, EMT's, firefighters, rescue captains, officers, chief officers, including the medical director, provided a rapid and efficient response. Four calls were for critically injured patients. Due to the rapid response and excellent work performed by the teams, none of the patients died as a result of their injuries. Chief Treviño believes that the

Halloween event demonstrated the need for planning in advance and additional staffing for future responses.

Disaster Drill 2002 – Candlestick Park
Chief Treviño noted that the November 2, 2002, Disaster Drill at Candlestick Park was the largest drill of its kind that he had ever witnessed in the United States. The Fire Department was the lead agency with the Police Department playing a major role, as well as other City departments. Five helicopters were lent by EMS agencies, 650 community volunteers participated, with 200 of them in *moulage* (stage makeup used to simulate injuries). Chief Treviño thanked everyone involved in the planning and the execution of the drill. He wished to recognize Division Chief Kenney, incident commander for the drill, EMS Section Chief Phil Harvey and EMS Rescue Captain Niels Tangherlini for the arrangement and planning.

October 4, 2002 – 2541 31st Avenue
At 19:03 hours, second alarm fire at 2541 31st Avenue in a single-family occupancy: 25 Fire Department units, 75 firefighters responded, $250,000 property damage and $50,000 in content damage. Two exposure properties suffered about $700 worth of damage. No injuries and no deaths.

October 20, 2002 – 1042 Persia Avenue
At 9:48 hours, second alarm at 1042 Persia Avenue in a single-family occupancy, two-story dwelling, Type 5 building (wood frame construction): 24 Fire Department units, 74 firefighters responded, $100,000 in property damage and $40,000 in contents. Exposure damage $40,000 and $25,000 in contents damage to neighboring building. No injuries and no deaths.

October 25, 2002 – 1311 Guerrero Street
At 10:03 hours, third alarm fire at 1311 Guerrero Street in a residential occupancy, two-story Type 5 building: 31 Fire Department units, 97 firefighters responded, $100,000 in property damage and $50,000 in content damage. Exposure property damage $50,000 and $25,000 in contents. The fire was between two buildings and is still under investigation. Two civilian injuries and no fatalities.

October 26, 2002 – 440 Davis Court
At 10:07 hours, second alarm at 440 Davis Court in a residential occupancy, 23-story Type 1 building (fire resistant construction): 23 Fire Department units, 74 firefighters responded, with no estimate at this time in property or content damage. The fire involved a garbage chute and a second alarm was pulled as a precautionary measure. No injuries and no deaths

October 31, 2002 – Pier 70
At 16:34 hours, second alarm at Pier 70, in a warehouse occupancy, one-story Type 1 building: 21 Fire Department units, 63 firefighters responded, $10,000 in property damage and $20,000 in content damage. No damage reported to any exposure or any contents of exposures. One firefighter injured at the incident. The cause of the fire is under investigation.

Tuesday, November 5, 2002 – 1331 – 46th Avenue
At 20:03 hours, second alarm at 1331 46th Avenue in a residential occupancy, two-story Type 5 building: 22 Fire Department units, 70 firefighters responded, $100,000 in property damage and $50,000 in content damage; $100,000 exposure property damage and $50,000 in exposure content damage. No injuries and no deaths. The cause of the fire is under investigation.

November 10, 2002 – 3440 25th Street
At 02:53 hours, second alarm at 3440 25th Street, in a residential seven-story Type 5 building: 23 Fire Department units, 74 firefighters responded; $250,000 in property damage and $50,000 in content damage. No exposure property damage or content damage. One civilian injury - 40-year-old male with third degree burns to the torso - was transported to San Francisco General. The cause of the fire is under investigation.

Chief Treviño summarized: a total of seven greater alarms during this period; six of which were second alarms and one a third alarm. Overall property damage throughout the period was $585,000 and content damage stood at $260,000.

President Nakajo thanked Chief Treviño for the report and asked Art Kenney, Assistant Chief, to comment on the Disaster Drill 2002 at which he served as the incident commander.

Chief Kenney stated that the drill went well with small glitches here and there, such as no one calling in to notify SFFD that a plane had crashed into Candlestick Park. This was the pre-arranged signal to start the drill - King American Ambulance finally placed the call. Chief Kenney noted that it took at least 15 minutes to set up the command post, coordinate with all groups and establish full communications.

Raymond Balzarini, Deputy Chief, Operations, wished to commend the men and women of the Fire Department for a top performance. Chief Balzarini followed all facets of the drill, from observing Chief Kenney setting up the command post to the EMS functions of triage, treatment and transport. He believed the drill went exceedingly well and commended Chief Kenney and EMS personnel who planned the drill. An after-action report is being prepared and will be forwarded to the Commission.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Safety Sensitive Personnel Substance Abuse Policy (Cont'd from Meeting of 04-11-02)

Fire Commission Resolution No. 02-1

Commissioner Conroy moved and Commissioner Norman seconded. There were no questions or discussion and Resolution No. 02-1 was adopted.

D. Report from Emergency Medical Services

SFFD Medical Director and EMS staff

Marshal Isaacs, M. D., Medical Director, and Richard Shortall, EMS Chief, provided an update on issues related to the operations and performance of the Department's response to 911 emergency medical assistance.

Rapid Paramedic Response System (RPRS) and Advanced Life Support (ALS) Engine Program: Dr. Isaacs stated that the Department currently staffs eighteen ALS engines, ten 1-paramedic + 1-EMT ambulances, and nine 2-paramedic ambulances. The Department wishes to expand the ALS engine program as rapidly as possible and hopes to have 26 ALS engines staffed by February 2003. Dr. Isaacs wished to stress three points: (1) there has not been a single hospital complaint, Unusual Occurrence Report or adverse patient outcome as a result of the program; (2) staff is not aware of a single instance when a *first due* engine was delayed to a working fire as a result of the ALS Engine program; and (3) there have

been numerous reports of lives saved, as well as pain and suffering diminished due to paramedics arriving earlier with fire engines.

Response Times: Chief Shortall explained that response time standards mandate that SFFD ambulances respond to medical emergencies within ten minutes for "red lights and siren calls" (code 3) and within 20 minutes for "non-red light and siren calls" (code 2) 90% of the time. In October 2002, the 90% response times were 11 minutes and 50 seconds for code 3 calls and 18 minutes and 40 seconds for code 3 calls. Chief Shortall believes that the increase in time for code three calls is due to the earlier arrival of a paramedic on an ALS engine, who determines that the patient is not unstable, thereby slowing down the responding ambulance from code 3 to code 2. Chief Shortall illustrated the quicker response times by ALS engines with two examples when the patient's lives were actually saved. Discussions are underway with the EMS Section, Department of Public Health, regarding the most appropriate way to measure response times since there is a considerable amount of evidence indicating that the Department can get a paramedic to many patients significantly faster before the ambulance actually arrives.

H3 Paramedic/Firefighter Academy: Dr. Isaacs pointed out that the ninth class of H3 lateral hires was conducted through the EMS In-Service Training Section and the Division of Training during September and October. 23 new members were graduated and are currently assigned to ambulances. A new class of 15 laterals has started, but even with these graduates, the number still falls short of the 48 H3's that the Department was authorized to hire.

Attrition: During calendar year 2002, approximately 15 paramedics or 6% of the paramedic workforce retired, was promoted or discontinued their employment with the Department.

Paramedic Training Program: Dr. Isaacs related that the sixth class of firefighter/EMT's is undergoing training to become firefighters/paramedics. Classes are led by Michael Kasner, M.D., and Jane Smith, Section Chief, who are also discussing various issues for future training of high quality paramedics in San Francisco.

Probationary Firefighter EMT Training Program: The 108th probationary class of 48 candidates is currently in their 3rd week of EMT training.

EMS Continuing Medical Education Programs: Staff was requested to prepare two training modules – Module 10: *Incident Command and Multi-Casualty Management* and Module 13: *Environmental and Behavioral Issues/Geriatric Care*. Related to Module 10 was extensive planning and preparation for the large-scale disaster drill at Candlestick Park on November 2nd. The drill simulated a small passenger plane crashing into the stands of the stadium and the staging of a small aircraft within the stands of the stadium. It involved recruitment of 650 community volunteers and coordination of multiple agencies including San Francisco Police Department, FBI, DPW, '49ers organization, U.S. Army, and CHP, among others. Dr. Isaacs congratulated Phil Harvey, EMS Section Chief, In-Service Training, and Joanne Hayes-White, Assistant Deputy Chief, Training, for the success of this effort. He wished to especially recognize Niels Tangherlini, EMS Rescue Captain, for his extraordinary effort in planning and implementing the exercise.

Quality Improvement/Risk Management: Dr. Isaacs noted that the Department continues to see a drop in the number and severity of complaints regarding EMS responses within the City. He believes the reduction is due to the QI program, the high level of supervision within the system and the high quality of EMS training within the Department. DPH's Paramedic Division used to average one claim (pre-lawsuit) per month; in the past 35 month, the

Department has had only 4 claims, one of which was dismissed as "without merit", with the Department anticipating a similar outcome for the remaining three.

Research: Dr. Isaacs explained that after the budget discussions, Zoll Medical Corporation no longer wished to conduct the study previously described to the Commission. However, Zoll wishes to enter into a different agreement that would not significantly impact the donation of equipment that is essential to current operations.

Halloween in the Castro 2002: Dr. Isaacs described the event as a "controlled riot". He thanked the men and women of the Department who responded to 68 calls within six hours. Dr. Isaacs believes that the Halloween event clearly demonstrates the need for adequate planning and additional staffing for future EMS responses to mass gatherings to ensure that both patients and employees are safe, protected and well cared for.

In closing, Dr. Isaacs believed that there are four critical issues facing EMS and will require the Commission's continued support: (1) expansion of the Rapid Paramedic Response System and ALS engine programs; (2) need for more paramedics to accomplish the expansion; (3) need for an adequate number of equipped and safe ambulances; and (4) need to withstand future potential budget cuts to EMS management positions in order to carry out the EMS' core mission.

Discussion ensued with Commissioners asking questions and EMS staff responding.

E. Public Comment

John Darmanin complained that the members of the Fire Commission, at the October 10, 2002 meeting, unfairly described his comments as a "personal attack", "unprofessional" and "uncivil". Mr. Darmanin finds the Commission's comments to be unfairly harsh and unwarranted. Furthermore, he hoped that the Fire Commission was not trying to discourage public comment, as he believed their words and actions indicated. Mr. Darmanin alluded to the First Amendment and felt that his freedom of speech was being curtailed by the Commission.

James Vannucchi, Director, San Francisco Firefighters Local 798, reaffirmed his earlier remarks and stated that John Darmanin does not represent the opinions of Local 798 nor does he have the right to do so before this body.

Commissioner Conroy asked the Secretary to provide him with any instances when the Sunshine Ordinance Task Force found the Commission guilty of restricting free speech. He could not recall any proceedings during his tenure on the Commission that had restricted anyone's free speech. Commissioner Conroy believes that there is a clear difference between restriction of speech and the re-publication of public comment in the Commission's minutes.

Furthermore, Commissioner Conroy stated that this Commission has invited speech in the form of public comment, has not attempted to curtail it and welcomes more of it. He would like to see more people come to the meetings and express comment, observe the workings of the Commission and the Department, and hear comments by other public speakers.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:05 p.m.

Tania Bauer
Secretary

AN FRANCISCO
DPT
EPARTMENT OF PARKING & TRAFFIC

ILLIE LEWIS BROWN, JR., MAYOR
RED M. HAMDUN, EXECUTIVE DIRECTOR

October 9, 2002

Chief Mario Treviño
SF Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Treviño:

I write to thank you and the dedicated fire department staff who worked with us to ensure a seamless and successful Car Free Day on September 29. The event worked due to the cooperation between City departments and for that I am grateful.

I look forward to continuing collaborative efforts between our offices.

Sincerely,

Fred M. Hamdun
Executive Director

(5) 554-PARK FAX (415) 554-9834 25 Van Ness Avenue, Suite 410 San Francisco, CA 94102-4576

Northern California Chapter 1390 Market Street, Suite 1200 San Francisco, CA 94102-5306

Tel: 415.625.1101 Fax: 415.625.1155
www.lightthenight.org

October 1, 2002

Mario Trevino
San Francisco Fire Department (Station 13)
698 Second Street
San Francisco, CA 94107

Dear Mario:

On behalf of The Leukemia & Lymphoma Society and the patients we serve, thank you for all of your help in supporting The Light The Night. Thank you for helping with hanging signage. Your support was invaluable and we are close to our goal of raising $200,000. A good time was had by all!

The Light The Night walks are designed to bring together people and provide an environment to commemorate and celebrate people who have been touched by cancer. This year's turnout was extraordinary with a total of 2100 people attending walks in Santa Rosa, Walnut Creek or San Francisco.

Thank you again for your support of The Leukemia & Lymphoma Society in its mission to cure leukemia, lymphoma, Hodgkin's disease and myeloma and to improve the quality of life of patients and their families. I look forward to working with you again in the future.

Warm regards,

Krystn

Krystn Kuckelman
Campaign Manager

The five engine; firefighters were a hit!
Thankyou!

September 30, 2002

Fire Chief Mario Trevino
698-2nd Street
San Francisco, CA. 94107

Dear Chief Trevino:

I own a five unit building located at 445 Diamond St. I recently replaced the upper deck. The plans showed I needed to install fireproof windows, I knew nothing about this until the contractor was going to apply for final approval, then he sprung this news on me, I don't think he had read the plans carefully. I was at the property when the building inspector came and told the Contractor to go to the Fire dept. and have the window requirement removed. The Contractor went twice only to come back and tell me the windows had to be installed. I was beginning to panic because it was going to be very costly. I decided I better go down myself to the Planning dept. I remembered the Building Inspector saying the windows could not be installed because they could not be opened making the rooms illegal.
I went down on Friday Sept.20th. and met Mr. Bruce Guitron at the front desk.
He took the time to investigate the problem. He went upstairs to the Fire Dept. and came back and went over the plans with me asking questions to clarify things. The Architect should have made up before plans as well as the new plans. He said he and another Inspector would come out and see the deck.

They did and it was clear I had not taken an exit away by installing a new deck, nothing had changed.
Mr. Guitron asked me to come down Tues. morning and he would take me through the process to resolve this matter. He did, I received a new job card

and paid the fee. Mr.Guitron took me to Captain Harvey's office and the matter was resolved and I was relieved.
I am writing to commend Mr. Bruce Guitron for the outstanding service he gives to the people of San Francisco. His knowledge and job skills are outstanding. He is definitely an asset to your department.

Sincerely,
Marilyn Driscoll

775 Palomar Avenue
Sunnyvale, CA 94085
www.revivant.com
t: 408.524.3500
f: 408.735.9547

REVIVANT™
CORPORATION

September 30, 2002

Chief Russell Mc Callion
San Francisco Fire Department
EMS Division
Presidio of SF
1216 Ralston Ave.
PO Box 29176
San Francisco, CA 94129

RE: San Francisco Fire Department EMS Paramedics & Mock Codes with Revivant

Dear Chief McCallion:

I wanted to thank you for your professional assistance during the past year, and in August by making available & organizing your Fire Department emergency medical personnel. The two pilot Education and Training days enabled us to test and self-evaluate a component of our education and training module before beginning the Customer Acceptance Trial (CAT) with the San Francisco Fire Department EMS providers. Those of us at Revivant enjoyed working with your team, and appreciated their interest, suggestions, and shared field experiences to make this product assessment for victims who experienced a cardiac arrest productive and successful.

Both Roy Kniveton, Director of Education and I believe your EMS Division's interest in our CPR device, their respectful communication with Revivant's personnel, and their commitment to making a difference in emergency care are reflective of your leadership, professionalism, and commitment to the San Francisco Fire Department and the City of San Francisco. Thanks again, it is always a pleasure working with you.

Sincerely,

Susanne T. Smith, MS
Vice President of Clinical
& Regulatory Affairs

CC: Chief M. Trevino, Department Chief
Chief R. Shortall, EMS Chief
Dr. M. Isaacs, EMS Medical Director

Cheryl Holland-Gianni
743 20th Ave. #3
San Francisco, Ca 94121

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, Ca 94107

Argonne Elementary School
680 18th Avenue
Re: Kindergarten Field Day

Dear Chief Trevino:

I would like to thank you and the staff of Engine #31 for appearing at the Argonne Kindergarten Field Day Festivities. We had anticipated that the fire fighters would be the highlight of our festivities, but the presentation your Department gave for our kids was fantastic and more than we could have ever anticipated. Lt. Juarez gave a very informative talk for both the children and parents. The children loved the fire hats, pencils and stickers they were given. And you should have seen the site of sixty kindergarten children going wild when engine #31 pulled up to the school. Captain Outley, Firefighters Parker, Cole and Jepson were fabulous with the children. You should have seen the children listening to every word and telling everyone who would listen about the fireman who came to see them! But the best part of the presentation was when the children were able to turn on the hose and shoot water. That is an experience that they will never forget. And we were able to take photos of all 60 children to capture the moment. The parents, especially the fathers that were in attendance wanted to use that hose too.

Thank you again for providing the perfect ending to the Argonne Kindergarten Field Day.

Sincerely,

Cheryl Holland-Gianni

Cheryl Holland-Gianni
Room Mother 101

CALIFORNIA WINE CLASSIC

Crohn's & Colitis Foundation
of America, Inc.

October 28, 2002

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Trevino:

On behalf of the Crohn's & Colitis Foundation of America (CCFA), Northern California Chapter, thank you for you providing personnel at the 8th Annual California Wine Classic on September 29, 2002 at Stern Grove in San Francisco. The presence of skilled staff available for immediate medical needs was very assuring to everyone.

With over 500 attendees, we raised $65,000, the highest income yet in this event's history. Proceeds from this fundraiser support CCFA's programs and services.

We rely on supporters like you to help us fulfill our mission, which is to cure and prevent Crohn's disease and ulcerative colitis through research, and to improve the quality of life of children and adults affected by these digestive diseases through education and support. These inflammatory bowel diseases (IBD) affect over one million Americans, 10% of whom are children. This chapter has 23 support groups to help patients and their families cope with the debilitating affects of these illnesses, and offer frequent patient and professional educational programs.

Once again, we are very grateful for your organization's long-time support of the California Wine Classic and our foundation. We hope we can count of your participation again at next year's event tentatively scheduled for September 29th at Stern Grove, San Francisco.

Sincerely,

Rachel R. Isip

Rachel R. Isip
Event Coordinator

CCFA is a 501(c)(3) organization. Federal Tax I.D.# 13-6193105

cc: Lt. Nicol P. Juratovac, Administrative Officer
Lt. Fernando Juarez, Community Affairs Office

Northern California Chapter: 1730 S. Amphlett Blvd., Ste. 230, San Mateo, CA 94402
Tel: (650) 578-6590 (800) 241-0758 FAX (650) 578-6599

Serving people with Crohn's disease and ulcerative colitis

Ocean Beach Public Safety Patrol
Fort Mason, Building 201
San Francisco, CA 94123
October 21, 2002

Chief of Department
SFFD Headquarters
698 Second St.
San Francisco 94107

Dear Sir,

On April 27, 2002, fireman Darryl L. Scobie, Station 14 SFFD, saved a life while surfing at Ocean Beach. He rescued a swimmer, Miguel R. Machado, who had been swept away by a rip current. Scobie pulled him onto his board and paddled him to safety. We, the GGNRA Beach Patrol Lifeguards, acknowledge Darryl L. Scobie for his help in keeping the City beaches safe.

Sean Scallan

Sean Scalan, Head Lifeguard
National Park Service, Ocean Beach Public Safety Patrol

COMMANDER, U.S. COAST GUARD GROUP SAN FRANCISCO
YERBA BUENA ISLAND, SAN FRANCISCO, CALIFORNIA 94130

October 16, 2002

San Francisco Fire Department
Marine Division
698 Second Street
San Francisco, CA 94107

Dear Captain McCaffrey,

Please pass along my deepest appreciation to your crew for their assistance in leading the parade of ships through the safety zone box during Fleet Week 2002. The enthusiasm and flexibility were greatly appreciated as we enforced the one square mile safety zone for the Fleet Week Parade of Ships and Air Show. Your crew worked closely with up to 71 enforcement units, including Coast Guard cutters and boats, Coast Guard Auxiliary vessels and 19 local and state law enforcement agencies, to ensure a safe event for Fleet Week performers and the estimated 2500 spectator craft on hand daily. Spending up to seven straight hours in a small boat can be very tiring, but your crew displayed exemplary energy and enthusiasm right through to the conclusion of the show. We could have not done the job without them!

Once again, I extend my thanks to you and your crew. Their performance is representative of the cooperative support and continued "partnership to protect" we continually receive from the Marine Division of the San Francisco Fire Department.

Sincerely,

N. O. BUSCHMAN
Captain, U. S. Coast Guard
Commander, U. S. Coast Guard Group San Francisco

COLEMAN ADVOCATES FOR CHILDREN & YOUTH

A VOICE FOR SAN FRANCISCO'S CHILDREN

Jean Jacobs
Child Advocacy Center
2601 Mission St
San Francisco CA 94110
PHONE (415) 239-0161
FAX (415) 642-1591
1-800-4 A YOUTH
EMAIL info@colemanadvocates.org
www.colemanadvocates.org

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October 2002

Dear Chief Trevino:

On behalf of the City's children, youth, and families, Coleman Advocates would like to thank you for participating in San Francisco Family Fest 2002. We appreciate you sending representatives from the San Francisco Fire Department along with a fire truck. The children loved the truck and the fire hats were a tremendous hit! Your staff represented the department well and we appreciate your support and dedication to San Francisco families. Your involvement helped make this year's event our most successful ever, attracting an estimated 5,000 participants during the course of the day's festivities.

We've received a great deal of positive feedback from key event partners. The SF Children and Families Commission gave out an incredible 500 backpacks in ***less than an hour***! The SF Recreation and Parks Department and the YMCA of San Francisco children's craft and activity areas were filled with crowds of children and parents for the entire event! A surprised – but pleased - food vendor had to hurriedly restock his food supply, due to overwhelming demand from a much larger-than-expected crowd! As usual, Family Fest featured several inspired performances from a bevy of talented young people from across the City, to the delight of children and adults alike. And – the weather was absolutely gorgeous!

San Francisco Families United was a hugely successful also. ***500 families*** joined as founding members of this unique citywide organization – an astounding number for a single event - and more than 1,000 Family Fest participants visited the Academy of Sciences for free during the event. With your help, SF Families United has launched a grassroots movement that will be an influential force in making San Francisco more family friendly – for ***all*** the City's families, in every neighborhood and community.

We know your time is valuable, so we hope you can take just a few minutes to complete the enclosed evaluation form. Your input, ideas, and critiques will help us make the next Family Fest better than ever.

Watch for upcoming announcements regarding SF Families United: meetings, activities, gatherings, etc. Once again, thanks for helping to make San Francisco the best it can be for all its children, youth, and families.

Sincerely,

Margaret Brodkin	Joe Wilson	Hilary Wehlitz
Executive Director	Associate Director	Event Coordinator

慈濟基金會舊金山支會
Tzu-Chi Foundation, USA
San Francisco Branch Office

September 20, 2002

Mario H. Treviño,
Chief of San Francisco Fire Department
698 Second Street,
San Francisco, CA 94107

Subject: Thank you for attending Tzu Chi Foundation 9-11 Memorial Service

Dear Chief Treviño:

Thank you for joining us at the "Tzu Chi Foundation 9-11 Memorial Service" at City Hall on September 11, 2002 to commemorate the fallen heroes of 9-11 tragedy.

We felt highly honored of your presence at this memorial service, joining all of us on this solemn day to commemorate and reflect. It is very important to the families that people never forget the ultimate sacrifice their loved ones made on this tragedy. We were all gratified of having this opportunity to recognize our heroes' commitment and service to the people and to convey the theme message of this event to the audience "Spread the Seeds of Love. Let Kindness Heal the World." in order to inspire courage to overcome this tragedy and actions to heal the world.

Respectfully yours,

Shirley C. Leong
Director
Tzu Chi Foundation, USA
San Francisco Branch Office

2901 Irving Street, San Francisco, California 94122 ; Phone: (415) 682-0566 ; Fax: (415) 682-0567
e-mail address: sftzuchi@yahoo.com

1327 -- 17th Avenue
San Francisco, CA 94122
October 12, 2002

Mr. Mario H. Trevino
Chief of Fire Department
698 -- 2nd Street
San Francisco, CA 94107

Dear Mr. Trevino:

I am pleased that the Fire Department has a policy to provide assistance in time of need for a disabled person.

I am a post polio patient and was stranded on the sidewalk in front of my home when my legs buckled under me and I was unable to regain my footing. A call was made to the Fire Department for help. In a few minutes several fire-fighters from the 16th and Irving Street station responded and carried me upstairs to my living quarters.

I am very appreciative of the assistance that your Department rendered and ask that the firemen be commended for their thoughtfulness and courteous service.

Thank you.

Sincerely,

Donald Zable

Donald Zable

October 8, 2002

Chief Mario H. Treviño
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Treviño:

The C. K. McClatchy High Fire Science Academy would like to thank you for the recent visit we made to Stations 10 and 35. The station visits and the fireboat ride were enjoyable experiences that our students will fondly remember from their high school careers.

We would specifically like to thank the Lt. Nicol P. Juratovac for handling the logistics of our request.

Enclosed is a copy of our monthly newsletter, which highlights our trip to your Fire Department. Thank you.

Sincerely,

Tom Eustis
Fire Science Coordinator
C. K. McClatchy High School

1530 43rd Avenue
San Francisco, Ca 94122
October 25,2002

Chief Mario H. Trevino
698 2nd Street
San Francisco, Ca 94107

Dear Chief Trevino,

I had written to you last month and asked to have a group of firefighters and their engine come to Francis Scott Key School for an assembly. Lieutenant Juarez from your Community Relations Department came today as well as the firefighters from firehouse #23, Lieutenant Terry White, Lisa Holdcroft, and Donnie Bendo. Needless to say, they all did an excellent job. The children were excited and thrilled to see them. Their speeches were informative and a good review for all of us. We have had the pleasure of having them for 3 years now and they have never disappointed us. Thank you so much for allowing them to come. We look forward to another visit!

Sincerely,
Jan Tom
Jan Tom

CHRC
Community Health Resource Center
CALIFORNIA PACIFIC MEDICAL CENTER

October 11, 2002

Chief of Department
SF Fire Department
Mario H. Trevino
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

I would like to thank you for allowing Lieutenant Fernando Juarez to make presentations to our senior Brown Bag Lecture Series attendees. Earlier in the year he made a presentation on fire safety, and last week he spoke about earthquake preparedness. In both instances our seniors were appreciative and awed by the information they received.

One of the things that impressed them was learning that they can and should take a great deal of the responsibility for safety upon themselves. Lt. Juarez was very explicit about the competing demands placed on services at the time of an emergency and how important it will be for each of us to assume personal responsibility.

Thank you for providing this excellent service for community groups. I hope we are able to invite Lt. Juarez again next year.

Sincerely,

Virginia McGowan

Virginia McGowan
Program Coordinator

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www.heartsource.org

American Heart Association®
Fighting Heart Disease and Stroke

October 31, 2002

San Francsico Fire Department
698 2nd Street
San Francisco, CA
94107

Dear Lt. Juratovac,

Thank you for your support of the San Francisco American Heart Walks and for kindly offering to provide firemen assist in our banner hanging. Combined, the September 20th walk along the Embarcadero and the October 11th walk in Golden Gate Park proved to be very successful. The American Heart Walk team is proud to announce that we are 33% above goal for 2002. Congratulations! We couldn't have done it without you.

At the American Heart Walk we celebrated survivors through the Red Caps worn by our participants with cardiovascular disease. This shows that research leading to medical advancements (like by-pass, pacemakers and CPR) is saving lives. Together we are making a difference to the thousands of people living with cardiovascular disease and stroke.

Once again, your support and encouragement for the 2002 Heart Walks was greatly appreciated. We look forward to a continued positive relationship.

Thank you.

Sincerely,

Cathy Jennings
Corporate Events Director

American Heart Association
120 Montgomery St. Ste. 1650
San Francisco, CA 94104
(415) 228-8416; Fax (415) 228-8402

2002 San Francisco American Heart Walk

Walk Chair
Stephen C. Bellicini, Senior Vice President & Regional Manager California Bank & Trust

Corporate Cabinet
Beth Adair
Ernst & Young

Michael Burns
Muni

Gordon Dean
Morgan Stanley

Doug Hart
KPMG

John Kinney
Club One

Walk Vice Chair
Bill Graber
Senior Vice President & Chief Financial Officer
McKesson

Executive Board
Michael Blaszyk
Catholic Healthcare West

Taryn Lynch
Deloitte & Touche

Will Muecke
Goldman Sachs

Gary Waring
Ernst & Young

Rudy Wolf
Accenture

Immediate Past Chair
Karen Johnson-McKewan
Brobeck, Phleger & Harrison

Past Chair
Robert S. MacIntosh
President & CEO
PIER 39

AMERICAN HEART WALK

VASQUEZ-IDORA-GARCIA NEIGHBORS ASSOCIATION

VOLUNTEER OFFICERS:

Stan KAUFMAN	Chairman	144 Idora	681-4954
Ralph SIMON	Treasurer	198 Vasquez	661-0151
A. D. KUPERSTEIN	Newsletter	41 Garcia	681-8948

THE BEST 10TH ANNUAL BLOCK PARTY THAT WAS.

First we have to thank Ralph, Herb, and Etienne SIMON for making these block parties possible. They have that light touch that produces these great events. Second, we have to thank all the gourmet caterers that produced the best buffet in town. We didn't count, but there must have been close to 90 people enjoying themselves at this neighborly get-together. Further, Ralph ordered the beautiful, perfect sunny day we needed for the event. (A few people want a tent cover next year if the sun is as hot as this time.)

We had honored guests: Sergeant Bill MARING, from Taraval Police Station got a chance to get acquainted with our friendly crime-deterrent group and we thank him for gracing our show. Also, Firehouse 39 on Portola Drive brought their shiny red engine and a great bunch of the crew headed by Lieutenant Les STEINHOFF to let the kiddies (and we older ones) appreciate the support this neighborhood gets from them.

Proving that this neighborhood is one of the most desirable ones in the Bay Area, some of our former residents who have moved away couldn't miss this opportunity to renew old friendships. Sergeant Ted BELL and Margaret came from Sonoma (Sgt BELL, retired from Taraval Police Station, was one of our staunch supporters.) Mitch and Judy SHAPIRO, also managed to get here from Sonoma. Madeline HANCOCK, who grew up here, came up from San Mateo to see her many friends. Pam and John RILLA traveled from Santa Rosa.

Stan KAUFMAN presented a number of certificates of appreciation to people who have supported our group above and beyond the call of duty: Ralph SIMON and Steve SUNDBERG got recognized for having painted and repaired (with help from Lucy PORTSCHELLER) the north steps of the walkway we used for the Block Party. George ROMIOS was given honors for his work supporting our Neighborhood Emergency Response Team efforts. Elizabeth HALL and Betty McDONALD were honored for their many years of maintaining the beauty of the Dewey/Pacheco/Merced triangle park. The SIMON group also wanted to thank the many volunteers who helped put on the show: Among them were Paul BACIGALUPI who did the essential telephone solicitations, George ROMIOS who helped set-up and clean-up, and several good neighbors who contributed funds for the treasury.

Unless something comes up that indicates the need, the next meeting should be held in January. If you have a home you would like to donate for an evening of pleasant get-together in January, please call Stan for a suitable date and time.

Y'all have a scary Halloween, a thankful Thanksgiving, a really Merry Christmas, and a great Happy New Year!

COPIES TO:

Supervisor Tony HALL	City Hall	94102
Taraval Police Station	2345 ☐ 24 AV	94116-2331
Firehouse 39	1091 Portola Dr	94127
S.A.F.E. Inc	850 Bryant St #135	94103

A:BLKPRTY

FF HARVEY Tom

FF HARRELL Jason

FF FROMMOETHELYOO, Clyde E33

Pathways kids

Marcia
Fire Chief
San Francisco Fire Department

RE: Request for Speaker: Fire Fighter and EMT

Dear Chief

First I wanted to thank you so much for so graciously accommodating our last request for a speaker for our October 3, Career Fair at Ida B. Wells High School. Lt. Nicol P. Juratovac, J.D., the individual who attended our event on behalf of the San Francisco Fire Department did a superb job. Her professionalism and ability to relate the young people was extraordinary. She is a great credit to your organization.

Our next event will be held at the Ben Franklin Middle school. Presentations will be approximately 10 minutes in length rotating to several groups of students. We would like to request Nicol's specifically as a speaker and if possible, we would like to have an additional member of the San Francisco Fire department, perhaps from the area of EMT.

We know that this is a very late minute request.... any special consideration you could provide in supporting our organization in helping out kids would be greatly appreciated.

Specifics are as follows:

DATE: Thursday, October 30, 2002

TIME: 9:00 am – 12:00

LOCATION: Ben Franklin Middle School

Thank you so much for you help and I look forward to your early response:

Janet Shapan, Executive Director

331 Filbert St., San Francisco, CA 94133 **email:** jshapan@pathwaysforkids.org **Ph:** 415.772.7352 **FAX:** 415.986.5893

OFFICE OF CHIEF
02 OCT 16 AM 11:53
RECD - S.F.F.D.

SEPT 24 2002

MARIO H. TREVINO, CHIEF S.F. FIRE DEPT.
298 2ND STREET
SAN FRANCISCO, CALIF. 94107

DEAR CHIEF TREVINO

A FEW NIGHTS AGO MY WIFE BECAME ILL AND ASKED ME TO CALL 911 WHICH I DID.

THE RESPONSE TO MY CALL WAS QUICK. A FIRE COMPANY ARRIVED QUICKLY. A SHORT TIME LATER PARAMEDICS JIM SPAGETTI AND PATRICIA FLOOD FOLLOWED.

I AM WRITING THIS LETTER TO YOU TO INFORM YOU OF THE QUICKNESS OF THE FIRE DEPARTMENT AND THE PARAMEDKS IN THEIR ARIVAL TO MY HOME AND GIVING AID TO MY WIFE.

THEIR ACTION MADE ME FEEL VERY PROUD TO HAVE BEEN A MEMBER OF THE FIRE DEPARTMENT.

SINCERLY,
Mich P. Katcher
RETIRED S.F.F.D.

10-2-2002

CHRIS DAVIES
266 GUERRERO,
S.F. Ca 9403
(415) 861-8579

CHEIF MARIO H. TREVINO
698 2nd St.,
S.F. Ca, 94107-2015

Dear Sir,

I am writing to ask you, to pass on my Thanks to the men that responded to my 911 call on Sept 19, 2002

From the moment my call was answered until I was transfered to the emergency room, my care was excellent.

The operator who answered my call quickly ascertained my condition and promptly dispatched the help I requied.

The Firemen and E.M.T. personal that came to my aid were all comforting, reassuring, and I knew I was in the best of hands. There aura of calm confidance was just what I needed.

San Francisco has it's hero's too!

Once Again, Many Thanks

Chris Davies

9/27/02

Dear Mr. Trevino,

I'm hoping you'll forward this card to the two paramedics on duty last Sunday, Sept. 22. One of them was Darren.

Thank you for helping me with my car in the Tenderloin around 11pm. That area is pretty scary and the way you dealt with the street is heartwarming and encouraging. Again thanks for that! I can be reached at (415) 841-9255

Sincerely,
Lotte Dybvberg

We are grateful to the firefighters + paramedics who responded to our call for help on August 21, 2002 when our Mother fell down the stairs in her home. at 1615-23rd ave around 8:30PM. We cannot begin to say thank you enough for your gentle, kind, sensitive, & skilled help. The careful way you treated Mom + us was greatly appreciated.
We have sent a donation in your honor to the Fire fighters Burn Foundation Summer Camp for Children. in appreciation for your help.

Today and always,

you have our gratitude.

THANK YOU

The Sullivan Family

Shelley R. Hurd
Financial Center Operations Manager

citibank®

Citibank, F.S.B.
19th & Taraval
2400 19th Avenue
San Francisco, CA 94116
Tel: 415-665-1951
Fax: 415-665-0676
24 Hr. Client Service: 800 756 7047

A member of citigroup

We appreciate your participation in making our annual kids day a successful event

Please let us know if you need our help and your friends at Citibank!

Shelley Billy Doug Bethie Woo

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-34

MINUTES OF THE FIRE COMMISSION

Special Meeting – Thursday – November 26, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. **ON ROLL CALL,** the following were noted present:

Vice President Russell S. Roeca
Commissioner Pat Norman
Commissioner Carlota del Portillo
Commissioner Paul A. Conroy

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President Stephen A. Nakajo was excused for business reasons.

Mario H. Treviño	- Chief of Department
Raymond Balzarini	- Deputy Chief, Operations
Joseph C. Asaro	- Deputy Chief, Administration
Gary P. Massetani	- Chief of Staff

Assistant Deputy Chiefs – Staff:

Bernie F. Lee	- Division of Airports
Joanne Hayes-White	- Division of Training
Kenneth Cereghino	- Division of Fire Prevention & Investigation (Acting)

Chief Officers – Staff:

Lorrie A. Kalos	- Administration
Paul D. Jones	- Operations

Chief Officers – Firefighting Services:

Mark J. Barbano	- Division 2 (Acting)
Arthur W. Kenney	- Division 3

2. **APPROVAL OF THE MINUTES**

Regular Meeting of November 14, 2002, and Special Meeting of November 14, 2002.

Commissioner del Portillo moved and Commissioner Norman seconded.

Public Comment

John Darmanin stated that the minutes of the November 14, 2002 meeting, which were being considered for adoption, do not reflect his public comments at that meeting.

In addition, Mr. Darmanin wished to know why his public comments from previous meetings, which he had requested to be attached to the minutes, were not attached.

James Vannucchi, Director, San Francisco Firefighters Local 7987, stated that he was appearing before the Commission with due authority and at the request of John Hanley, President, Local 798, to reaffirm that Mr. Darmanin does not represent the views or the opinion of Local 798 and, by a vote of the membership, he does not have the authority to appear so before this Commission.

Vice President Roeca responded that the Commission was following the appropriate Sunshine Ordinance rules with respect to the preparation of the minutes. He asked the City Attorney to address Mr. Darmanin's request.

Margaret Baumgartner, Deputy City Attorney, replied that she did not have the specific ordinance before her but that it was her understanding that the comments which Mr. Darmanin wished to submit were not actually a summary of his comments for that particular meeting but had been made at a previous meeting.

Vice President Roeca noted that all of Mr. Darmanin's previously submitted comments were on file at the Commission office and were available to the public.

There were no further questions or discussion and the minutes were approved as presented.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through I) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission.

A. Monthly Reports

Division of Management Services

Submitting monthly report from Division of Management Services concerning activities performed during September 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, October 26 through November 8, 2002.

B. Appointments

Reporting the following PERMANENT appointments effective *November 2, 2002:*

H2 Firefighter

Bela Carreira
Sola Chuop
Brian Collins
Desmond Cotter
Ken Dever
Edward Dunn
Gil Intengan
David Krikorian
Jay Lee
Mitchell Lee
Paul Lee
Peter Lee
Tina Liu
Garrett Lucier
Marilyn Lum
Michael Marks

Richard Miles	Michael Rubin
Mary Minogue-Reidy	Paul Saitz
Samuel Nieto	Gillian Smith
Francisco Ochoa	Eric Stiveson
Yvette Ortega	Michael Vieira
Roger Phillips	Carol Wyley

Reporting the following PROBATIONARY appointments effective *NOVEMBER 12, 2002:*

H3 Firefighter/Paramedic

Name	*Vice*
Kevin T. Nielsen	Darren Bortmas, to H2
Marc T. Kasper	Eric Roach, resigned
Shannon M. Oswald	New Hire/Hiring Plan
Jason J. Reichard	New Hire/Hiring Plan
Guy M. Goodwin	New Hire/Hiring Plan
Matthew G. Lane	New Hire/Hiring Plan
Wesley J. Lemberg	New Hire/Hiring Plan
Brian K. Stewart	New Hire/Hiring Plan
Justin H. Schorr	New Hire/Hiring Plan
Timothy J. Halleran	New Hire/Hiring Plan
Richard M. Nolan	New Hire/Hiring Plan
Michael G. Estrada	New Hire/Hiring Plan
Leif H. Juliussen	New Hire/Hiring Plan
Douglas Spikes	New Hire/Hiring Plan

Reporting the following PROBATIONARY appointment effective *NOVEMBER 13, 2002:*

H3 Firefighter/Paramedic

Roderick A. Stewart (vice: New Hire/Hiring Plan)

Reporting the following PROBATIONARY appointment effective *NOVEMBER 12, 2002:*

7388 Utility Plumber

Russell D. Yuen (vice: William Turner, resigned)

Reporting the following PROBATIONARY appointment effective *NOVEMBER 1, 2002:*

1222 Senior Payroll & Personnel Clerk

Belinda Chin (vice: Belinda Chin's 1220 position)

Reporting the following TEMPORARY EXEMPT appointment effective *NOVEMBER 12, 2002*:

1220 Payroll Clerk

Patricia P. Lu (vice: Carolyn Champagne, on leave)

C. Retirements

Communications received from Retirement Board indicating the following members have retired:

Name	*Rank*	*Type*	*Retirement Date*
Cogal, Vicente	H1 Fire Rescue Paramedic	Service	Oct. 01, 2002
Pankowski, Timothy J.	H1 Fire Rescue Paramedic	Ind. Dis.	Dec. 15, 2000

(Retirement Certificates will be presented at Fire Commission meeting of January 23, 2003)

D. Resignation

Submitting resignation of H3 Firefighter/Paramedic Jeffrey Brown, effective close of business November 10, 2002. (Resigned with satisfactory services. Approximate length of service – 2-1/2 years.)

E. Separation

Reporting automatic resignation of H2 Firefighter Richard Espinoza, effective close of business November 6, 2002. (Approximate length of service – 12 years.)

F. Leaves of Absence

Submitting requests for leaves of absence with pay (sick leave) from the following:

Lieutenant James Hentz, for the time period November 1, 2002, through June 30, 2003 (intermittent).

Lieutenant Steven Jones, for the time period September 24, 2002, through October 7, 2002.

Lieutenant Robert Ness, for the time period October 13, 2002, through October 13, 2003 (intermittent).

Firefighter Joseph Conway, for the time period October 1, 2002, through October 12, 2002.

Firefighter Michael Dietzen, for the time period September 23, 2002, through October 7, 2002.

Firefighter John Hicks, for the time period November 19, 2002, through January 2, 2003.

Firefighter Kevin Pardini, for the time period November 5, 2002, through November 26, 2002.

Firefighter Anne Tam, for the time period September 25, 2002, through October 1, 2002.

Marine Engineer Dennis Kennedy, for the time period October 9, 2002 through October 16, 2002.

G. Leaves of Absence

Submitting requests for leaves of absence <u>without pay</u> from the following:

Firefighter Keith Baraka, for the time period October 22, 2002, through January 22, 2003. (sick leave)

Firefighter James Bustamante, for the time period October 24, 2002, through October 30, 2002. (sick leave)

Firefighter Michael B. Murphy, for the time period from September 21, 2002, through December 21, 2002. (sick leave)

Firefighter Rebeccah Sturtz, for the time period October 25, 2002, through November 10, 2002. (sick leave)

Dr. Ira Lubell, for the time period November 1, 2002, through November 30, 2002. (personal leave)

H. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Engine 8	02-3-059	9/25/02	512	A	File
Off: T/Capt. Raymond Dito	Drv: FF Shawn Zimmerman				
Cause:	While backing into quarters, Eng 8 backed into a parked civilian vehicle; spotters were posted but driver did not react to warnings				
Engine 38	02-3-060	9/26/02	589	B	Bill
Off: Lt. Edward Campbell	Drv: FF Justin Apostoli				
Cause:	While parked, Eng 38 was struck by a civilian vehicle				
Medic 43	02-3-061	9/29/02	736	A	File
Drv: PX Sola Chuop					
Cause:	While pulling out of a tight parking spot, Medic 43 backed into a civilian vehicle				
BFI	02-3-062	9/30/02	969	B	Bill
Drv: Inv. Eileen Mccrystle					
Cause:	While legally parked, department vehicle was struck by a civilian vehicle				
Medic 38	02-3-063	10/2/02	744	A	File
Drv: FF/PM Sabine Balden					
Cause:	Misjudged clearance - While transporting patient, Medic 38 struck mirror of a stopped civilian vehicle				
Medic 41	02-3-064	10/3/02	0	B	Bill
Drv: FF/PM Michael Moura					
Cause:	While responding with red lights and siren, Medic 41 was struck by a civilian vehicle which did not yield right of way to emergency vehicle				
Engine 41	02-3-065	10/3/02	536	A	File
Off: Lt. Michael Rolovich	Drv: FF Robert Tai				
Cause:	While backing into quarters, driver of Eng 41 misjudged clearance and struck a parked civilian vehicle				
BOE	02-3-066	10/4/02	971	B	Bill
Drv: Storekeeper Denise Zwicker					
Cause:	Muni bus moved into lane of department vehicle, striking the left rear view mirror of department vehicle				

Com.Ctr.	02-3-067	10/4/02	32	A	File

Off: Capt. John Bonnici

Cause: Driver of department vehicle was temporarily distracted, thereby striking two civilian vehicles which had made a sudden stop for a pedestrian

Medic 3	02-3-068	10/7/02	735	C	File

Drv: FF/PM Steven Strong

Cause: While turning right, Medic 3 struck a civilian vehicle that was also making a right turn but had stopped

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

I. Communications Received by Commission

The following communication has been received by the Commission from November 8, 2002 through November 19, 2002:

1. From Ellen Botsford, praising the NERT program, its dedicated instructors and professing great satisfaction with new skills she learned. Copy: each Commissioner, and Chief of Department.

Commissioner del Portillo moved and Commissioner Conroy seconded. There were no questions or discussion and Items A through I on the Consent Calendar were approved or ordered filed as appropriate.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted 18 letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Report

Report from Chief of Department on current issues, activities and events in the Department.

Mario Treviño, Chief of Department, wished to report on a third alarm fire that had occurred at 1:00 p.m., in the afternoon prior to this Commission meeting, at 476 Guerrero. The fire occurred in a three-story, Type 5 building, and had two exposures. Estimate of damages was approximately $300,000. Chief Treviño commended Division Chief Kenney for handling the incident so capably. There were no injuries to the public or to any firefighters at the scene, except a minor injury to a battalion chief.

Secondly, Chief Treviño wished to point out that the Department newsletter, *Flashpoint*, had not been published on schedule, due to a changeover in the Department's Public Information Officer position. An edition has been finished and will be published shortly.

Lastly, Chief Treviño asked Lieutenant Robert Kehoe to provide a report on the Map Project. The project originated when Lieutenant Kehoe requested a large wall map of San Francisco from Captain James Lee, Support Services, which was current and could be used by the Bureau of Fire Prevention and fire stations throughout the city. Captain Lee responded that such maps were no longer available but, if all needed specifications could be provided, a map could be produced that fit the needs of the Department.

After one and a half-year of collaborative effort, the map is finished. Lieutenant Kehoe displayed the map and pointed out various decisions which had to be made prior to full production, such as what type of surface would be best and how to mount or hang the map in fire stations. The final map is six feet by seven feet, laminated, dry erasable, with all station and their respective apparatus listed, and with the city divided by battalions.

Vice President Roeca thanked Lieutenant Kehoe for the report. Discussion ensued with Commissioners asking questions and Lieutenant Kehoe responding.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Suspension Appeal Hearing

In accord with Section 4001 of the Rules and Regulations, reported that H3 Firefighter/Paramedic Dominic Ottoboni, Medic 1, has appealed his two-day suspension for the period September 26 through September 27, 2002. Firefighter/Paramedic Ottoboni was suspended for violating G.O. 00-A-56 (Security of Equipment), as posted on the agenda of 09-26-02.

The above hearing is scheduled for December 12, 2002, at 1:30 p.m.

D. Meritorious Awards

Submitted for approval recommendations of Merit Advisory Board and Chief of Department for meritorious actions performed by Officers and Members of the Department from March 2002 through September 2002:

Recipient	*Rank*	*Company*	*Date*	*Award*
Austin M. Dito	LT	Engine 3	03-04-02	Unit Citation
Kevin J. Pardini	FF	Engine 3	03-04-02	Unit Citation
Andrew T. Sobozinsky	FF	Engine 3	03-04-02	Unit Citation
Greg C. Trumpler	FF	Engine 3	03-04-02	Unit Citation
Robert E. Winslow	T/LT	Truck 3	03-04-02	Unit Citation
Daniel A. Douglass	FF	Truck 3	03-04-02	Unit Citation
Kevin R. Kelly	FF	Truck 3	03-04-02	Unit Citation
Matthew J. Scola	FF	Truck 3	03-04-02	Unit Citation
Lawrence Zammarchi	FF	Truck 3	03-04-02	Unit Citation
Norman W. Rooker	FF/PM	Truck 18	04-29-02	Ltr. of Com.

Lawrence C. Rustia	FF	Com. Ctr.	06-11-02	Ltr. of Com.
Aisha E. Krieger	FF	Engine 10	06-12-02	Class C
Paul D. O'Kane	FF	Truck 14	09-16-02	Class C

Commissioner Norman moved and Commissioner Conroy seconded.

Commissioner Conroy congratulated the recipients of the meritorious awards. He wished to point out that the Commission, in reviewing forwarded material, sees many letters commending and thanking members of the Department for the work they do in carrying out their duties but several letters are also received that describe members responding to emergencies when off-duty. Commissioner Conroy cited the recent letters about Paramedic Scott Richards assisting the California Highway Patrol in Sierra County; John Hanley helping to apprehend a criminal in Marin County when a Deputy Sheriff was in trouble; and Firefighter/Paramedic Aisha Krieger responding when she was at home and heard the terrible crash of the two police cars colliding. He thanked and congratulated them again, and wished to note how outstanding the Department and its members were in responding to emergencies, not only while on duty but also well beyond the call of duty.

The Secretary announced that a ceremony will be held at the December 12, 2002 Regular Commission meeting at which individual meritorious awards and unit citations will be provided, including Firefighter and Paramedic of the year.

There were no further questions or discussion and the meritorious awards were approved on recommendation of Merit Advisory Board and Chief of Department.

E. Public Comment

John Darmanin recounted for the Commission his unwilling transfer from an appointed officer's position at the Airport that occurred a number of years ago. He believes that he was wronged, and that further retaliatory measures continued, even though he had sued and won favorable judgements in court. Mr. Darmanin accused the Commission, successive Administrations and Chiefs of not obeying the court order and refusing to settle this personal matter.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 7:10 p.m.

Tania Bauer
Secretary

MEMBER OF CONGRESS

BARBARA LEE
NINTH DISTRICT
CALIFORNIA

November 5, 2002

Chief Mario Treviño
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

Dear Chief Treviño:

I would like to thank the San Francisco Fire Department for responding so quickly to an emergency situation at yesterday's "Get Out The Vote" rally in Union Square. The head of my security detail, Mr. Jervis Muwwakkil, fainted and collapsed. Fortunately, Jervis is apparently fine and doing well, and upon being evaluated at the scene, it was determined that he did not need to be taken to a hospital. Nonetheless, in those first critical moments when we were uncertain as to Jervis' status, no sooner had I called 911 were your fire fighters ready to respond to provide assistance.

Specifically, I understand that John Darmanin, John Hanley, Jim Novello, John Sikora and Jim Vannucchi, members of the San Francisco Fire Department who fortunately were in attendance at the rally, were the first five responders to Jervis' aid. Please express my heartfelt thanks and gratitude to them and to all the members of the San Francisco Fire Department for the brave work that you do, day in and day out.

If I may ever be of any assistance to you or your department, please do not hesitate to contact me. Again, thank you for responding so quickly in this situation.

Sincerely,

Barbara Lee

Barbara Lee
Member of Congress

cc: The Honorable Willie Brown

WASHINGTON, D.C. 20515
NOT PRINTED AT GOVERNMENT EXPENSE

City and County of San Francisco Mayor's Office of Emergency Services

Willie Lewis Brown, Jr.
Mayor

Lucien G. Canton
Director

November 7, 2002

Chief Mario Trevino
San Francisco Fire Department
698 Second Street
San Francisco CA 94107

Dear Chief Treviño:

Thank you for your department's participation in this year's successful Fleet Week "Community Disaster Preparedness Faire". We had 27 well-staffed agencies represented and we were blessed with great weather too, an extra added bonus.

Once again, the San Francisco Fire Department was a major highlight of our weekend event. Your staff of dedicated firefighters are extraordinary, not only in their commitment to saving lives and property, but also in their splendid way of being with our citizens. A special thanks to Lt. Juanita Hodge and to Lt. Pete Howes for their great work in coordinating the Fire Departments venue.

Our purpose was to showcase to the public who we are as independent and unified agencies, and what we offer in preparedness and response services. We have certainly come far in our ability to work together to protect the public! The Fleet Week festivities and the Marina Green venue are a great opportunity for us to get the word of 'preparedness' out to our citizens. None of this would be possible without your support.

The feedback we received says, "GO" for participating again in 2003. Next years Fleet Week "Community Disaster Preparedness Faire" will take place the weekend of October 11 & 12, 2003.

Thank you for your commitment and support, Chief Treviño. Please pass our appreciation and thanks on to your staff who participated!

Sincerely,

JoAnn Scordino
Community Disaster Preparedness Coordinator

1011 Turk Street San Francisco, California 94102 Phone (415) 558-2700 Fax (415) 431-7500

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103-4603

PRENTICE E. SANDERS
CHIEF OF POLICE

November 12, 2002

Mario H. Trevino
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Dear Chief Trevino:

On behalf of the members of the Tactical Unit, I would like to express my sincere thank you to the members of Station 8 for their hospitality they extended to our unit. During the World Series at Pac Bell Park, Station 8 was used as a staging area for WMD and Tactical Response Teams. The firefighters could not have been more accommodating to our teams. Each night, the firefighters not only shared their living quarters but extended invitations to join them for dinner.

It was great to see that our Department's continue to have an outstanding working relationship with each other.

Again, please convey our thanks to the members of Station 8.

Sincerely,

ROBERT ARMANINO
A/Captain
Tactical Unit
Special Operations and Security

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
California Highway Patrol
11900 Sutton Way
Grass Valley, CA 95945
(530) 273-4415
(800) 735-2929 (TT/TDD)
(800) 735-2922 (Voice)

November 5, 2002

File No.: 230.10904.SFFD Richards

San Francisco City Fire Department
Chief's Office
698 2nd Street
San Francisco, CA 94107

Dear Chief:

I would like to pass on my sincere thanks and gratitude to Paramedic Scott Richards, #161, of your Department for his assistance. On October 12, 2002, Paramedic Richards came upon a serious motorcycle traffic accident in rural Sierra County. Without hesitation, Paramedic Richards assisted Officer Dave Paulus of my command with emergency medical care of two severely injured motorcycle riders. Paramedic Richards displayed professionalism and knowledge in caring for the injured victims while exhibiting patience in dealing with local volunteer fire personnel. The actions of Paramedic Richards are to be commended and applauded.

Once again I would like to pass on the thanks of Officer Paulus and myself to Paramedic Richards for his actions and efforts on October 12th. Should you have any questions, please feel free to give me a call at (530) 273-4415.

Sincerely,

ED MICHALKIEWICZ, Lieutenant
Commander
Grass Valley Area

Flex your POWER
BE ENERGY EFFICIENT

Steven Miller

3725 Ortega Street
San Francisco, CA 94122
415•753•1334 fax 415•753•1238
smiller@theyogagarden.com

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

November 7, 2002

Dear Chief Trevino,

I am writing you to tell you about the heroic efforts of one of your fire fighters, John Graf, of Station 18 in the Sunset district.

On September 9, 2002, I collapsed in my home. My heart stopped and I was, to all intents and purposes dead. My family called 911 and the response was amazing—within 5 minutes, a fire engine arrived. I am told that I was considered a hopeless case, but John Graf didn't give up and managed to resuscitate me. He saved my life.

I am 37 years old with a wife and 2 small children. I (and my whole family) will forever be grateful to Mr. Graf for allowing me to continue to enjoy life. I hope you will thank him on my behalf and will commend him for his heroism.

With much appreciation,

Steven Miller

American Heart Association®
Fighting Heart Disease and Stroke

Western States Affiliate
120 Montgomery St.,Suite. 1650
San Francisco, California 94104-4319
Tel 415 433 2273
Fax 415 228 8402
http://www.heartsource.org

2002-2003 San Francisco Operation Heartbeat Committee

Kathy Lenihan, RN, MS
Chairperson
ersity of California Medical Center, San Francisco

Harold Borrero, PhD
Manager, CPR Center
ersity of California Medical Center, San Francisco

John F. Brown, MD, FACEP
Medical Director
gency Medical Services Agency

Megan Corry
Quality Manager
San Francisco EMS Agency

Theresa Farina
Executive Director
Francisco Paramedic Association

Joann Hicks
Technical Project Manager
mergency Communications Department

Mike Jacobs, EMT-P
Director of Education
Francisco Paramedic Association

Bill Jovic
Fire and Safety Manager
Moscone Center

ueline A. Nemer, MD, FACEP
sistant Clinical Professor of Medicine
sity of California Medical Center, San Francisco

tain Sebastian Wong EMT-P
EMS Division
Francisco Fire Department

Karen Robertson Strain
ector, Operation Heartbeat

Dennis Chamberland
Executive Director

November 7, 2002

Chief Mario Treviño
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

I am writing this letter to make you aware of outstanding volunteer services that were provided by Rescue Captain Jim Strain.

On Monday, October 14th, the American Heart Association's Operation Heartbeat committee taught a Heartsaver AED class to Radiant Medical Corporation in San Mateo. Jim is a certified BLS instructor for the American Heart Association and volunteered time to teach this class at no cost to this corporation. Radiant Medical was grateful for his service.

We at the American Heart Association appreciate the collaboration we have with San Francisco's Emergency Services and will continue to work together to strengthen the chain of survival in the Bay Area.

Thank you,

Kathleen Lenihan, RN
Chairperson
Operation Heartbeat

American Heart Association®
Fighting Heart Disease and Stroke

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Assistant Clinical Professor of Medicine
University of California Medical Center, San Francisco

Captain Sebastian Wong EMT-P
EMS Division
San Francisco Fire Department

Karen Robertson Strain
Director, Operation Heartbeat

Dennis Chamberland
Executive Director

November 7, 2002

Chief Mario Treviño
San Francisco Fire Department
698 – 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

I am writing this letter to make you aware of outstanding volunteer services that were provided by Captain Sebastian Wong.

On Saturday, November 2, the American Heart Association held a free community CPR training at Chinese Hospital. There were over 50 residents from Chinatown who participated in a Family and Friends course. Half the class could not speak English so Sebastian taught the participants their skills in Cantonese. We would not have been able to hold this class without his help.

Sebastian is a committed volunteer of the Operation Heartbeat committee in San Francisco. Our focus with Operation Heartbeat is to strengthen the chain of survival from cardiac arrest. We hope to reach more communities of this City with free CPR trainings and will continue to rely on the support of volunteers from our EMS community such as Sebastian.

Thank you,

Karen Robertson Strain
Program Director
Operation Heartbeat

Operation Heartbeat
"Strengthening the Chain of Survival"

November 8, 2002

Mario H. Trevino
Chief of Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino:

We are writing to thank your department for arranging Lt. Fernando Juarez's attendance at our Andover/Ogden residents meeting on Tuesday, October 22, 2002. In light of a recent fire in our neighborhood, Lt. Juarez's informative talk served as a timely reminder of the need for us to be vigilant about fire prevention. We all appreciated his interesting presentation.

We commend the Fire Department's community outreach effort, so that neighborhoods such as ours would be educated about protecting our lives and homes in the event of fires and/or earthquakes. We shall pass the word around so that other areas in Bernal Heights could avail of your wonderful program.

Again, thank you, and please also convey to Lt. Juarez our deepest gratitude.

Sincerely,

Eugenie Marek

Eugenie Marek
On behalf of Andover/Ogden residents
624 Andover Street
San Francisco, CA 94110

USF
UNIVERSITY of SAN FRANCISCO

Office of Residence Life
2130 Fulton Street
San Francisco, CA 94117-1080
TEL 415 422-6824
FAX 415 422-2480

San Francisco Fire Department – Battalion 5
698 Second Street
San Francisco, CA 94107-2015

November 6, 2002

To the Men and Women of SFFD – Battalion 5:

On behalf of the Hayes-Healy Hall staff and residential community at the University of San Francisco, we would like to offer you our most sincere thanks. Your immediate and thorough response to a fire in our basement linen room in the early morning hours of Tuesday, November 5, 2002 helped to ensure the safety of our living environment. We were very fortunate that no one was injured and that the structural damage to our living area was localized.

Again, we thank you for the valuable service you offer the community. Your work is greatly appreciated and has made a difference in the lives of hundreds of students at the University of San Francisco. We wish you only the best in your future endeavors.

Best regards,

Rosemary Perez
Hayes-Healy Hall Director
University of San Francisco

Catherine Danielowich
Hayes-Healy Assistant Hall Director
University of San Francisco

BOMA
san francisco
www.bomasf.org

Note: A similar letter of praise was sent to Lieutenant Barbara Schultheis and Inspector Mary Boucher

October 15, 2002

Lt. Robert E. Kehoe
San Francisco Fire Department
Division of Fire Prevention and Investigation
698 Second Street
San Francisco, CA 94107-2015

Dear ~~Lt Kehoe~~ Bob:

On behalf of the Building Owners and Managers Association of San Francisco, and our Building Codes Task Force, I would like to personally thank you for your participation in the October 10th BOMA Fire/Life Safety Codes Seminar. It was a huge success. (I am attaching a copy of the feedback summary from attendees for your review.)

It is always a challenge to put on a program that is substantive, timely, interesting, and concise. Your contribution admirably accomplished all of that and more. You also presented the information in a most professional manner and even laced it with a bit of good humor. Your bio was priceless!

I am very grateful for the time and talent you brought to this BOMA event, and for your help in putting together such a splendid handout for all attendees. It has already received rave reviews!

Please let me know if there is anything we can do to help you at any time. I look forward to future opportunities for you and the San Francisco Fire Department to work together with BOMA to create educational opportunities for our community.

Thank you.

Ken Cleaveland

Ken Cleaveland, Director, Government and Public Affairs
BOMA San Francisco

Cc: Gordon L'Estrange, Chair, BOMA Building Codes Task Force
Marc Intermaggio, EVP, BOMA San Francisco

To: Fire Chief and Members of the Fire Station on 26th Street and Church

Thanks!!!

My wife and I witnessed the quick response to a fire that started in the unit next door to our which was started by a wall heater: we saw everyone literally run to their tasks! Saturday evening, Nov 9th.

There is no doubt that this quick action saved lives and property.

The San Francisco Fire Department has had a long history and tradition since 1906 of doing their duty regardless of the odds. And this was brought home for all of us on Fair Oaks Street. I know I speak for many people.

So again....please accept our thanks and gratitude for a job well done.

Sincerely,

Norman & Anne Bogatinoff

Norman and Anne Bogatinoff
454 Fair Oaks Street

From: <ryan@brightroom.com> AT SFGOV@ccmail@brightroom.com> AT SFGOV on 11/06/2002 07:39

Sent by: "Ryan Dawkins" <ryan@brightroom.com> AT SFGOV

To: "Fire Administrative Officer" <Fire_Administrative_Officer%SFGOV@sfgov.org> AT SFGOV@ccmail
cc: (bcc: Fire Administrative Officer/FIRE/CCSF)

Subject: RE: US Half 'Thank you & Reminder'

Thank you very much for being involved this year. The fire boat and engine were great. Unfortunately, but fortunately there was an incident at the finish line and your medics were able to act instantly.
I understand from the engine crew, there was a fire that morning - that kept the truck from arriving to the race at 8:15. Hope everything went ok. I'm excited to have the SFFD involved next year.
Thanks again.
Warmest Regards,
Ryan
Ryan Dawkins
United States Race Series
6400 Hollis Street, Suite 10
Emeryville, CA 94608
p 510.420.4948
m 415.725.7926
f 510.595.6898
ryan@usraceseries.com
visit us at ushalf.com!
http://www.runnersworld.com/home/0,1300,1-0-0-3067,00.html
<http://www.runnersworld.com/home/0,1300,1-0-0-3067,00.html>

From: "Alison Healy" <sailingangel@hotmail.com> AT SFGOV on 11/06/2002 16:45

To: Fire_Administrative_Officer@ci.sf.ca.us AT SFGOV@ccmail
cc: (bcc: Fire Administrative Officer/FIRE/CCSF)

Subject: Many thanks!

Dear Lt. Juratovac, Thanks so much for all you and your staff did to help welcome and salute the tall ship Cuauhtemoc during her visit to San Francisco last week. I was on board with the pilots and it was so spectacular to see the honoring gesture of the water display and MORE the way that they felt about the honor you bestowed on them. Many thanks for your role in supporting our efforts for international friendship and goodwill.We couldn't have done it without you! Sincerely,Alison Healy PS The next tall ship is Juan Sebastian De Elcano arrving on December 28 and departing on January 2 or 3. We do not yet have the times for the ship. MSN 8 with e-mail virus protection service: 2 months FREE*

I'd like to express my sincere thanks and appreciation to those individuals who came to my aid on Saturday, November 2, at about 11:xx a.m.

After a couple of days in the hospital and four units of blood, I am recovering at home, and I just wanted to let you know how much you are appreciated.

My best to you all,

Jeannie Sage

Ed McDonald
President

COVENANT AVIATION SECURITY, LLC

(815) 715-1495 (cell)
emcdonald@covenantavsec.com

Thank You

Lieutenant Juratovac,

My thanks to you and the crew who supported our recruitment event at the Moscone Center. The presence of Gilbert Gonzales, Derick O'Leary, Paul Galeto, Vince and Tex was a significant addition to the total effort.

Best of all things to you, the crew and the San Francisco Fire Department

Ed McDonald

Nov 2, 2002

Chief Trevino,

On November 2, 2002, approximately at 3:45 P.M. my wife and I were called upon to help a neighbor friend of ours.

When we arrived at her home at 1879-44th Ave, she was laying on her back in her basement.

She said to my wife and I she thought she had broken her hip.

I called 911 and the Dispatcher was excellent. She took the information and said she would immediately dispatch E-18-E-23-M14. They arrived in record time.

The men and women who responded to this incident were very professional. They immediately administered morphine

to the injured person. They put her at ease and showed great compassion.

Chief Trevino, my wife and I want to commend these persons. They showed great ability in handling the injured person.

The following is a list of the persons who responded;

Engine - 18 - Lt. Jonathan Low
Dvr. Richard Pasquinelli
P.M. F.F. Norman Rucker
F.F. Alan Camarillo

Engine - 23 - Lt. Steven Wiesler
Dvr. James Barg
EMT - Mike Mulesky
F.F. Leonardo Valerio

M-14 PM Anthony Valerio
F.F. Carol Wyley

The patient is 98 years old and has been operated on for a broken hip and is doing very good.
Well done to all.

Sincerely
Jay & Ray O'Leary
2211 - 43rd Ave.
94116

SAN FRANCISCO FIRE COMMISSION

MINUTES OF THE FIRE COMMISSION

Special Hearing, Thursday, December 12, 2002 – 1:30 p.m.

698 Second Street, Room 102, San Francisco, CA 94107

Item
No.

1. **On ROLL CALL,** the following were present:

   Commissioner Paul Conroy

   Note: Commissioner Conroy had been appointed by the Commission President to sit for the Hearing.

Appearances

For the San Francisco Fire Department
Jill Sprague, Deputy City Attorney
Bernie Lee, Deputy Chief, Operations

For Firefighter/Paramedic Dominic Ottoboni
Joseph Moriarty, Vice President, Local 798
Counsel to FF/PM Dominic Ottoboni
Firefighter/Paramedic Dominic Ottoboni

Also present

For the San Francisco Fire Commission
Marie C. Blits, Deputy City Attorney,
Counsel to the Commission
Tania Bauer, Secretary to the Commission

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2. **PUBLIC COMMENT**

   There was no public comment

3. **SUSPENSION APPEAL HEARING**

   In accord with Section 4001 of the Rules and Regulations, reporting that H3 *Firefighter/Paramedic Dominic Ottoboni*, Medic 1, has appealed his two-day suspension for September 26 and 27, 2002. He was suspended for violation of:

   General Order 00 A-56 Security of Equipment

   A. Hearing

   This portion of the meeting may be held in Closed Session pursuant to Government Code Section 54957.

   Firefighter/Paramedic Ottoboni did not request a closed hearing.

   Joseph Moriarty, counsel for Firefighter/Paramedic Dominic Ottoboni presented the opening statement for the appellant.

Mr. Moriarty proceeded to present the case for the appellant. Both parties called witnesses for direct examination, cross-examination and recross-examination. The following witnesses were examined, cross-examined and recross-examined by both Deputy City Attorney Sprague and Mr. Moriarty: Firefighter/Paramedic Dominic Ottoboni, Bernie Lee, Deputy Chief of Operations, and Firefighter/Paramedic Greg Stangland. Commissioner Conroy examined the witnesses. Eighteen exhibits were presented and accepted as evidence.

Mr. Moriarty presented the closing statement for the appellant, followed by Deputy City Attorney Sprague's closing.

Commissioner Conroy thanked all parties and declared that the Secretary will schedule Commission Deliberations on the suspension appeal once the transcript is received and reviewed by the Commission.

> ***Please note**: The above only represents a brief summary of the proceedings. The court reporter recorded the entire proceedings. The full transcript is available through the Secretary from the court reporter upon request.*

4. ADJOURNMENT

The Special Hearing was adjourned at 4:00 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

No. 02-36

MINUTES OF THE FIRE COMMISSION

Regular Meeting – Thursday – December 12, 2002 - 6:00 p.m.
698 Second Street, Room 102

Item
No.

1. ON ROLL CALL, the following were noted present:

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President Stephen A. Nakajo
Vice President Russell S. Roeca
Commissioner Paul A. Conroy

Commissioner Pat Norman and Commissioner Carlota del Portillo were excused for business reasons.

Mario H. Treviño	- Chief of Department
Joseph C. Asaro	- Deputy Chief, Administration

Assistant Deputy Chiefs – Staff:

Khairul A. Ali	- Division of Management Services
Bernie F. Lee	- Division of Airports
Joanne Hayes-White	- Division of Training
Paul D. Jones	- Division of Support Services (Acting)
Mario S. Ballard	- Division of Fire Prevention & Investigation (Acting)

Chief Officers – Staff:

Lorrie A. Kalos	- Administration

Chief Officers – Firefighting Services:

Frank T. Cardinale	- Division 3 (Acting)

2. APPROVAL OF THE MINUTES

Minutes of the Regular Meeting of November 26, 2002, were not ready for approval.

3. CONSENT CALENDAR

All matters listed hereunder (Items A through J except B) constitute a Consent Calendar, were considered to be routine by the Fire Commission, and were acted upon by a single roll-call vote of the Commission. At the request of Commissioner Conroy; Item B was removed from the Consent Calendar.

A. Monthly Reports

Division of Training

Submitting monthly report from Division of Training concerning activities performed during November 2002.

Division of Fire Prevention & Investigation

Submitting monthly report from Division of Fire Prevention & Investigation concerning activities performed during October 2002.

Physician's Report

Submitting biweekly report of Fire Department Physician concerning disability injuries, November 9 through November 22, 2002.

B. Appointments (Removed from Consent Calendar)

Reporting the following PROBATIONARY appointments effective *NOVEMBER 20, 2002:*

H3 Firefighter/Paramedic

Name	*Vice*
Natalie Levchenko	Levchenko's H2 Position
Antenor S. Molloy	Molloy's H2 Position
Petra G. Johnson	Johnson's H2 Position
Kimberly Chocker	Chocker's H2 Position
Patricia S. Flood	Flood's H2 Position
Megan C. Franzen	Franzen's H2 Position
Christian M. Murphy	Murphy's H2 Position
Paul K. Shimazaki	Sig Wallen's H2 Position

C. Retirement

Communication received from Retirement Board indicating the following member has retired:

Name	*Rank*	*Type*	*Retirement Date*
Shannon, Gerald R.	H30 Captain	Service	Nov. 27, 2002

(Retirement Certificate will be presented at Fire Commission meeting of January 23, 2003)

Note:
Captain Gerald Shannon has tentatively changed his retirement date to June 30, 2003. Therefore, this item will reappear in an upcoming agenda.

D. Suspension

Reporting suspension of H20 Lieutenant Jon Del Bino, Engine 6, for four days, December 18/19, and December 21/22, 2002, for violation of the Rules and Regulations as follows:

Section 3911 – Altercations
Section 3915 – Proper Behavior
Section 3919 – Unacceptable Language
Section 3920 – Violence

E. Leave of Absence

Submitting request for leave of absence with pay for Battalion Chief Richard Kochevar and Lieutenant Jeffrey Wong, Technical Training Specialist, Division of Training, for two days, December 4 and December 5, 2002, in order to attend the Government Video Technology Conference in Washington, D.C. Transportation and lodging is included in the 2002-2003 budget. Battalion Chief Kochevar and Lieutenant Wong will not be replaced.

F. Leave of Absence

Submitting request for leave of absence with pay for Inspector Michael Estebez, Bureau of Fire Prevention, for five days, November 18 through November 22, 2002, in order to attend Fire Prevention 2A class presented by the State Fire Marshal's office in San Carlos, California. Registration fee will be paid by Inspector Estebez. He will not be replaced.

G. Leave of Absence

Submitting request for leave of absence with pay for Firefighters Michael Walsh and Jeremiah Keohane, Bureau of Equipment, for four days, December 7 through December 10, 2002, in order to travel to Holden, Louisiana, to conduct a mid-inspection for three pumpers at the Ferrara Fire Apparatus facility. Funding for this trip will be paid by the Ferrara Fire Apparatus facility. Firefighters Walsh and Keohane will need to be replaced for one tour on Saturday, December 7, 2002. There is no other cost to the City.

H. Leaves of Absence

Submitting requests for leaves of absence with pay (sick leave) from the following:

Firefighter Frank Flores, for the time period from August 5, 2002, through November 11, 2002.

Firefighter Gary Gautier, for the time period from November 10, 2002, through November 20, 2002.

Firefighter Lisa Holdcroft, for the time period from November 3, 2002, through November 12, 2002.

Firefighter James Hudson, for the time period from November 8, 2002, through November 15, 2002.

Firefighter Lenette Thompson, for the time period from June 2002 through November 2002.

Firefighter Cantrez Triplitt, for the time period from November 4, 2002, through November 11, 2002.

Firefighter Richard Wagner, for the time period from September 26, 2002, through October 9, 2002.

Firefighter Patricia Yuen, for the time period from October 29, 2002, through November 4, 2002.

I. Accidents

Submitting reports and recommendations of the Accident Review Committee regarding the following accidents:

	Accident No.	*Accident Date*	*Serial No.*	*Category*	*Recommendation*
Truck 14	02-3-069	10/10/02	611	A	File
Off: Capt. Rodrigo Izquierdo	Drv: FF John Benson		Tlr: FF John Rogers		
Cause:	While exiting parking lot, Trk 14 scraped a retaining wall				
Engine 41	02-3-070	10/11/02	536	B	Bill
Off: Lt. Gregory Wyrsch	Drv: FF Joseph Sorensen				
Cause:	While returning from an incident in stop-and-go traffic, Eng 41 was struck from behind by a civilian vehicle				
Engine 7	02-3-071	10/12/02	525	A	File
Off: Lt. Darryl Hunter	Drv: FF Eric Rubalcava				
Cause:	During driver training, Eng 7 clipped the rear end of a parked civilian vehicle while making a right turn				
Engine 9	02-3-072	10/15/02	580	A	File
Off: T/Lt. Wing Chan	Drv: FF James Parish				
Cause:	While responding to a box alarm, Eng 9 struck a pipe which was protruding from a construction rack on a parked vehicle				
Engine 32	02-3-073	10/18/02	584	A	File
Off: Lt. Paul Mchugh	Drv: FF Thomas Bollinger				
Cause:	While making a right turn, Eng 32 struck a civilian vehicle parked on the corner				
Truck 11	02-3-074	10/20/02	617	A	File
Off: T/Lt. David Maxion	Drv: FF Ross Conroy		Tlr: FF John Bettencourt		
Cause:	While parked at a working fire, driver of Trk 11 failed to set air brake and wheel chocks; Trk 11 rolled backwards, and with ladder extending, struck and shattered the right front window of Eng 33				
Relief Buggy	02-3-075	10/22/02	376	C	File
Drv: FF Eric Montalvo					
Cause:	Relief buggy struck a civilian vehicle that had stopped suddenly; driver of relief buggy could not stop in time due to brake failure				
Engine 7	02-3-076	10/31/02	525	A	File
Off: T/Lt. Justin Brown	Drv: FF Michael Walsh				
Cause:	While returning from an incident, Eng 7 struck the rear of a parked civilian vehicle				

Medic 28	02-3-077	11/1/02	722	A	File

Drv: FF/PM Frederick Salan

Cause: While backing out of the emergency entrance at California Pacific Medical Center, Medic 28 struck a stopped civilian vehicle

Engine 28	02-3-078	9/1/02	597	C	File

Off: T/Capt. James Carey Drv: FF Paul Orlando

Cause: While responding and making left turn, Eng 28 struck a civilian vehicle

Category A - An accident which has occurred because of inattention to vehicle operator's and/or officer's responsibilities or because of misjudgment of clearance in operating apparatus near stationary objects.

Category B - An accident in which fire department personnel exercised reasonable judgment and precautions, exhibited good apparatus operator's and officer's skills and observed all state, local and fire department statutes, ordinances and rules.

Category C - An accident which has occurred because of apparatus operator's misjudgment of clearance, deficiency in defensive driving techniques, or failure to anticipate other vehicle's movements.

J. Communications Received by Commission

The following communication has been received by the Commission from November 20, 2002 through December 3, 2002:

1. From Al Markel, reviewing the etymology and definitions of the noun *integrity*, and relating it to the acceptance of provisional appointments. Copy: each Commissioner and Chief of Department.

Commissioner Conroy moved and Commissioner Roeca seconded. There were no questions or discussion and Items A through J except B on the Consent Calendar were approved or ordered filed as appropriate.

B. Appointments (Item Removed)

Reporting the following PROBATIONARY appointments effective *NOVEMBER 20, 2002:*

H3 Firefighter/Paramedic

Name	*Vice*
Natalie Levchenko	Levchenko's H2 Position
Antenor S. Molloy	Molloy's H2 Position
Petra G. Johnson	Johnson's H2 Position
Kimberly Chocker	Chocker's H2 Position
Patricia S. Flood	Flood's H2 Position
Megan C. Franzen	Franzen's H2 Position
Christian M. Murphy	Murphy's H2 Position
Paul K. Shimazaki	Sig Wallen's H2 Position

Commissioner Conroy stated that he had noticed that Item B on the Consent Calendar listed the names of members who were promoted from H2 Firefighter to H3 Firefighter/Paramedic. He wished to congratulated them since he was aware of the hard work that this promotion entailed. Commissioner Conroy moved, seconded by Commissioner Roeca, and the item was unanimously approved.

4. REGULAR CALENDAR – NEW BUSINESS

A. Letters of Commendation

Submitted six letters commending members of the Department for response to requests for assistance, emergencies, or training.

President Nakajo directed that these letters be acknowledged and incorporated in the minutes of today's meeting.

B. Chief of Department's Monthly Report

Submitted monthly report from Chief of Department on monthly status of department personnel, equipment and apparatus for November 2002.

Mario Treviño, Chief of Department, wished to congratulate Tania Bauer, Commission Secretary, and Department staff on the completion of the FY 2001-2002 Annual Report. Chief Treviño noted that it was an attractive and well-written document, and he was pleased to have an annual report finally completed since this report was the first one to be published in four years.

In addition, Chief Treviño announced that starting with the January 9, 2003 meeting Raymond Balzarini, Deputy Chief, Operations, will be reporting on greater alarm fires and significant incidents.

President Nakajo and the Commission also wished to acknowledge and commend Commission Secretary Tania Bauer on the completion Annual Report and the members of the Department that assisted her. He noted that the report was an excellent product – very effective as well as factual.

President Nakajo directed that the report be accepted and incorporated in the minutes of today's meeting.

C. Leave of Absence

Submitted request for leave of absence with pay from Chief of Department Mario H. Treviño, for two days, December 10 through December 11, 2002, in order to attend a Wireless E-911 PSAP Readiness Fund Meeting in Washington, D.C. Funding for this trip is paid by Nextel.

Commissioner Reoca moved and Commissioner Conroy seconded. There were no questions or discussion and the request for leave of absence with pay was approved.

D. Report from Emergency Medical Services

SFFD Medical Director and EMS staff

(Note: This item was continued to the Meeting of January 9, 2003)

E. Fire Commission Resolution 02-5 – Personal Electronics Policy

Submitted for adoption Resolution No. 02-5 setting guidelines for acceptable use of personal electronics by members of the San Francisco Fire Department while on duty, which includes computers, networks, electronic mail services and electronic information sources.

Commissioner Conroy moved and Commissioner Roeca seconded. There were no questions or discussion and Resolution No. 02-5 was adopted.

F. Fire Commission Resolution 02-6 – *Smoke Eaters Gazette* and Similar Publications

Submitted for adoption Resolution No. 02-6 establishing procedures for reporting findings of the *Smoke Eaters Gazette* and similar publications, such as posters, cartoons, bulletins, drawings or electronic transmissions, which are offensive vulgar or defame members of the Department.

Commissioner Roeca moved and Commissioner Conroy seconded. There were no questions or discussion and Resolution No. 02-6 was adopted.

G. Meritorious Awards

Presentation of a Class "C" medal, a Certificate of Meritorious Conduct, and a cash award to the following uniformed members:

Recipient	*Award*	*Date*
Firefighter John J. Maguire	Class C	01-04-02
Firefighter Aisha E. Krieger	Class C	06-12-02
Firefighter Paul D. O'Kane	Class C	09-16-02

Firefighter John Maguire
On January 4, 2002, the crew of Engine 41 was involved in fighting a large fire on the third floor of a hotel on Geary Boulevard. Firefighter Maguire broke open a door to find heavy smoke conditions. While searching the room, he found a victim lying on the bed and carried him out of the room and down the hall. The crew covered Firefighter Maguire's escape with a small line and then carried the victim down the fire escape to safety.

Firefighter Aisha Krieger
While at home on the night of June 12, 2002, Firefighter Krieger heard several police sirens and then a loud crash. She rushed outside to find that two police cars had collided at a high rate of speed. She found Officer Ferrando, who was outside the car, on the ground and in great distress. While performing C-spine precautions, she was informed that another officer was also critically injured. She instructed a police officer to take over with Officer Ferrando and went to assist other officers with extracting Officer Cook from the vehicle, assisting with C-Spine and airway management.

Firefighter Paul O'Kane
On the morning of September 16, 2002, Truck 14 responded to an incident where a man had been crushed between a collapsed retaining wall and a concrete foundation. As there was only room for one rescuer, Firefighter O'Kane crawled in to extricate the victim. Using the hydraulic spreader, he was able to shore the walls up with cribbing as he went along. With very little room and in an unstable environment, Firefighter O'Kane was able to move the dirt around the victim enabling the victim to be pulled out.

Chief Treviño presented the medals, certificates and cash awards to the recipients and congratulated them for their heroic actions. In addition, Commissioners also congratulated the recipients of the awards for their acts of valor.

H. Chief of Department's Awards

Paramedic of the Year: Bruce Fine

Chief Treviño wished to recognize individuals who had given outstanding service to the Department. He was proud to proclaim Firefighter/Paramedic Bruce Fine as Paramedic of the Year for his actions on May 24, 2002 when he went with police officers into an

unsecured area to perform a pleural decompression on a shooting victim - an intense and difficult medical procedure to perform in the field.

Firefighter of the Year: Aisha Krieger

Chief Treviño was proud to proclaim Firefighter Aisha Krieger as Firefighter of the Year. He recognized Firefighter Krieger for her actions on June 12, 2002 after the high-speed collision of two police cars.

In closing, Chief Treviño declared that it was an honor for him to be able to recognize individuals for their excellent work.

I. Unit Citations

Chief Treviño presented a Unit Citation to **Engine 22** for heroic actions performed on *December 27, 2001*, when the crew was told by citizens that there was no fire yet they smelled smoke, discovering a fire around the corner. After a difficult, forcible entry, they led a line to the back of the building, discovered an unconscious male in a bathtub and brought him to safety:

Unit	*Recipients*
Engine 22	Lieutenant Dennis J. Zouzounis
	Firefighter Wayman Ong
	Firefighter Alberto A. Pedruco
	Firefighter Todd M. Prakin

Chief Treviño presented a Unit Citation to **Engine 41** for heroic actions performed on January 4, 2002, when the crew was involved in fighting a fire on the third floor of a hotel, found a victim, covered their escape with a small line and brought him down the fire escape to safety:

Unit	*Recipients*
Engine 41	Lieutenant Michael V. Rolovich
	Firefighter Frank Hsieh
	Firefighter John J. Maguire
	Firefighter Ken Yee

Chief Treviño presented Unit Citations to **Engine 3** and **Truck 3** for heroic actions performed on March 4, 2002, when the crews made an aggressive frontal attack on an apartment heavily involved in smoke, finding an unconscious elderly female, provided air from a SCBA mask and carried her to safety:

Unit	*Recipients*
Engine 3	Lieutenant Austin Dito
	Firefighter Kevin J. Pardini
	Firefighter Andrew T. Sobozinsky
	Firefighter Greg C. Trumpler
Truck 3	T/Lieutenant Robert E. Winslow
	Firefighter Daniel A. Douglass
	Firefighter Kevin R. Kelly
	Firefighter Matthew J. Scola
	Firefighter Lawrence Zammarchi

In closing, Chief Treviño noted that clearly many members go above and beyond the call of duty every day – he wished to thank all of them for their honor, their courage and their bravery.

J. Public Comment

John Darmanin reiterated his request that his comments from previous meetings be published in the Minutes. He accused the Commission of not only refusing to publish his summary comments but also refusing to state the reason for not doing so. He threatened to file another complaint with the Sunshine Ordinance Task Force.

In addition, Mr. Darmanin wished to point out a recurring problem with an individual at California Pacific Medical Center, where firefighters receive their health check. Mr. Darmanin has filed a complaint but, to date, has not received a response.

President Nakajo informed Mr. Darmanin that the Deputy City Attorney had not been able to attend this meeting but that the Commission will ask her to address his comments at the next meeting.

Joseph Moriarty, Vice President, San Francisco Firefighters Local 798, wished to thank the Commission and to congratulate all the members who received awards. He believed that the citizens of San Francisco are fortunate to have the San Francisco Fire Department protecting them and that firefighters are very fortunate to be able to work in this city. He reiterated his congratulations also on behalf of Local 798.

Commissioner Roeca congratulated the award recipients and stated that what he had especially noticed during the awards ceremony was that each firefighter and paramedic declared that they were doing what they do every day and that any other firefighter or paramedic would do the same thing. The city and the public love the Department – their contribution and their heroism. He wished everyone to continue to do his or her work, to continue to be safe and to have a happy holiday season.

Commissioner Conroy was in agreement with Commissioner Roeca's comments. He wished to point out the numerous letters from the public that the Department and the Commission receive citing and commending members of the Department for the great service that they provide to the citizens of and visitors to San Francisco. Commissioner Conroy congratulated the honorees and appreciated what they had done. He added that he appreciated what all the members of this fine Department did every day – to him they are all heroes.

President Nakajo also wished to express his and the Commission's great appreciation for the members of the Fire Department. He extended wishes for a joyous holiday season to everyone.

5. ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:40 p.m.

Tania Bauer
Secretary

FIRE COMMISSION
City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 02-5

WHEREAS, San Francisco Fire Department personnel have been allowed to have personal electronics at their worksites; and

WHEREAS, the San Francisco Fire Department has not created written policies and procedures regarding acceptable use of these electronic devices at the worksite;

WHEREAS, the Fire Commission agrees that the attached General Order sets forth appropriate policies and procedures regarding the acceptable use of personal electronics at the worksite; now, therefore, be it

RESOLVED, that the Fire Commission adopts the policies set forth in the attached General Order.

Adopted at the Regular Meeting of the San Francisco Fire Commission on December 12, 2002

Ayes: Nakajo, Roeca, Conroy
Absent: del Portillo, Norman

_____
Tania Bauer, Commission Secretary

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 02 A-
November 19, 2002

From: Chief of Department
To: Distribution List "A"
Subject: Acceptable Use Policy for Personal Electronics
Reference: Article 402, Rules and Regulations
Enclosure: None

Officer Endorsement:
Section 1108 - R. & R._____

1. Policy on Acceptable Use of Personal Electronics:

   This policy sets out the guidelines for acceptable use of personal electronics, whether owned by one individual or group of individuals used by members of the Department while on duty. This includes computers, networks, electronic mail services, and electronic information sources. For the Department policy. regarding use of Department electronic resources, refer to GO-02-79.

   When using these resources, employees must comply with City, State, and Federal laws and regulations, and all applicable Fire Department Rules and Regulations.

2. Access to Computer Resources and Operational Integrity:

   Employees must comply with requests from appropriate Department officials to discontinue activities that threaten the operation or integrity of Department computers, systems or networks, interfere with Department operations, or otherwise violate this policy.

3. Employee Obligations:

   Employees must respect the rights and property of the Department and other employees when using personal electronic resources.

   Employees may use personal electronic resources for personal and private matters during times when the employee is not otherwise engaged in Department duties, only if the particular use is not contrary to the Department's interests and is not illegal. Prohibited activities include threats of violence, obscenity, child pornography, harassing communications, or gambling.

   Employees on duty shall always be truthful in identifying themselves while using electronic resources. Anonymous and pseudonymous communications are expressly prohibited. (The Department will attempt to identify the originator of anonymous/pseudonymous messages). Employees are specifically prohibited from misrepresenting or forging the identity of the sender or source of an electronic communication; or altering the content of a message originating from another person or computer with the intent to deceive.

4. San Francisco Fire Department Rights:

The Department will investigate all allegations of violations of this policy, and of the Department's EEO policy, and retains the right to examine all electronic storage media, data files, e-mail, logs, and programs or other information used or kept on personal computer equipment used on Department property or by on-duty personnel at any time, without notice, to the full extent authorized by law.

The Fire Department may reprimand or discipline, up to termination, or restrict computer use of any employee not complying with rules and regulations regarding electronic media.

Mario H. Treviño
Chief of Department

FIRE COMMISSION

City and County of San Francisco

Stephen Nakajo, *President*
Russell Roeca, *Vice President*
Pat Norman, *Commissioner*
Carlota del Portillo, *Commissioner*
Paul Conroy, *Commissioner*

698 Second Street
San Francisco CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Tania Bauer, *Secretary*

SAN FRANCISCO FIRE COMMISSION

RESOLUTION 02-6

WHEREAS, the San Francisco Fire Department and Fire Commission have repeatedly stated that they do not condone the publication known as the *Smoke Eaters Gazette* or similar publications that are offensive, demeaning, vulgar and defamatory toward members of the fire service; and

WHEREAS, the Department wants to reinforce that copies of the publication are not permitted in fire stations or department facilities in any form; and

WHEREAS, the Department wants to ensure that any such publications are to be removed immediately from fire stations or department facilities and forwarded to headquarters under specific procedures; and

WHEREAS the Fire Commission agrees that the attached general order sets forth appropriate polices and procedures regarding publications like the *Smoke Eaters Gazette*; now, therefore, be it

RESOLVED, that the Fire Commission adopts the policies and procedures set forth in the attached General Order.

Adopted at the Regular Meeting of the San Francisco Fire Commission on December 12, 2002

Ayes: Nakajo, Roeca, Conroy
Absent: del Portillo, Norman

_____
Tania Bauer, Commission Secretary

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 02 A-
November 19, 2002

From: Chief of Department
To: Distribution List "A"
Subject: Smoke Eaters Gazette and similar publications
Reference: Article 402, Rules and Regulations
Enclosure: None

Officer Endorsement:
Section 1108 - R. & R._____

All members are advised that the San Francisco Fire Department does not condone the publication known as the Smoke Eaters Gazette or similar publications. The Department also does not condone posters, cartoons, bulletins or drawings, electronic mail transmissions, or other formatted material that is offensive, vulgar, and/or defames individuals in the Department's rank and file and/or command staff. Materials of this nature do not represent the views of the San Francisco Fire Department. It is incumbent upon all supervisors, officers, and members to ensure that these publications are removed from our facilities and forwarded to the Deputy Chief of Operations as soon as they are discovered.

Any member who discovers such publications in the station or other Department facilities or property, including electronic equipment (even those pieces of equipment purchased by an individual or station including, but not limited to, computers, electronic mail services, etc.) shall immediately report such finding and give all copies of the publication to his/her company officer or immediate supervisor.

- The company officer or immediate supervisor shall not permit any additional member of the Department or any person to view such material.

- The company officer or immediate supervisor shall generate a General Form report. The General Form report should identify where the publication was found, the circumstances of how it arrived, how the material was discovered, and who originally discovered it. The company officer or immediate supervisor shall place the General Form report and the material in an appropriate envelope and seal it for security purposes. The company officer or immediate superior shall address the envelope to the Deputy Chief of Operations and mark it **"Confidential Contains Material per G.O.02-A- ."** The company officer or immediate supervisor shall then endorse the sealed envelope as "contents noted" and indicate the time and date it was endorsed. He/she shall make a Journal entry in the Company Journal to record such actions. The officer shall immediately notify the district Battalion Chief.

- The Battalion Chief shall deliver the sealed item through the chain of command to the Division Chief. The Division Chief shall deliver the sealed item to the Deputy Chief of Operations on the same business day. If the item is received on an evening, weekend, or holiday, the Division Chief shall deliver it to the Deputy Chief of Operations on the next business day.

- Neither the Battalion nor Division Chief may open the item in order to review its contents. Both Chiefs shall endorse the envelope noting the time and date they received the item before forwarding it. They shall also record the receipt and transmittal in their respective Journals.

- The Deputy Chief of Operations shall inspect the contents of the envelope or container and proceed with appropriate action.

This General Order replaces GO-01-A-42. Remove GO-01-A-42 from the General Order Binder and replace it with this General Order.

Mario H. Treviño
Chief of Department

KIMOCHI

CONTINUING THE JAPANESE TRADITION
OF CARE AND SUPPORT FOR SENIORS

October 23, 2002

Chief Mario Trevino
Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco CA 94107

Re.: San Francisco Fire Department Volunteers at Sansei Live, Friday, October 18, 2002

Dear Chief Trevino:

I wish to bring your attention to fine work performed by the following members of the San Francisco Fire Department, Asian Firefighters Association (AFA), at our recent Sansei Live fund raising event. It was held on Friday evening, October 18, 2002 at the Golden Gate Club in the Presidio of San Francisco.

The AFA firefighters are as follows.

- Patricia Yuen
- Ron Tsujimoto
- Frank Morino
- Paul Chin
- Eric Louie
- Deryk Lee
- Mary Tse
- William Yeung
- Joel Sato
- Nicole Juratovac
- Scott Hua
- John Choy
- Keith Onishi

Sansei Live is one of longest running (19 years) and largest fund raising events of the year. The aforementioned firefighters assisted with food transportation, facility setup, bar tending and facility cleanup. They also helped wherever they were needed. Many of these firefighters have volunteered at previous Sansei Live events and at other Kimochi events.

For 31 years, Kimochi has been a non-profit, community based organization serving the seniors of San Francisco and the greater Bay Area with programs and services. Kimochi depends heavily on community support. These firefighters continue to demonstrate their social consciousness. Their spirit of giving to the community extends far beyond their daily jobs. We at Kimochi are deeply grateful for their caring and support.

Sincerely,

Steve Nakajo, M.S.W
Executive Dierctor

cc. Keith Onishi, President, Asian Firefighters Association

Kimochi, Inc.
1715 Buchanan Street
San Francisco, CA 94115
Fax (415)931-2299
www.Kimochi-Inc.org

- *Administration*
  (415) 931-2294
- *Senior Central*
  (415) 567-3900
- *Social Service*
  (415) 931-2275
- *In-Home Supportive Service*
  (415) 931-2275

Kimochi Home
1531 Sutter Street
San Francisco, CA 94109
(415) 922-9972
Fax (415) 922-6821

- *Adult Social Day Care*
- *Residential Care*
- *Respite Care*

Kimochi Senior Center
1840 Sutter Street
Issei Memorial Hall
San Francisco, CA 94115
(415) 931-2287
Fax (415)931-2299

- *Nutrition*
- *Home Delivered Meals*
- *Senior Center Activities*
- *Transportation*

Kimochi Lounge
1581 Webster Street #202
San Francisco, CA 94115
(415) 563-5626
Fax (415)931-2299

- *Volunteer Services*

FOUNDED 1865

The Salvation Army
San Francisco Harbor Light
San Francisco, California 94103-4473
Phone (415) 503-3000

Lighthouse Corps
445 Ninth Street
Fax (415) 861-4261

Harbor Light Center
1275 Harrison Street
Fax (415) 864-5014

Harbor House Residence
407 Ninth Street
Fax (415) 252-6159

William Booth
Founder

John Larsson
General

Linda Bond
Territorial Commander

Lt. Col. Richard Love
Divisional Commander

Lt. Col. Bettie Love
City Administrator

Capt. Philip Smith
Director

Capt. Lawry Smith
Corps Officer

Advisory Council
Executive Committee

Len Stec
Chairman

Pete Ratto
Vice Chairman

Sonia Standifer
Secretary

Jim Eyres
Treasurer

December 2, 2002

Chief Mario Trevino, Chief of Department
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107

RE: THANKSGIVING - TURKEY CARVING DAY

Dear Chief Trevino;

May I take this opportunity to say ***thank you*** to you and your firefighters from Station 2 for their wonderful help at our ***Harbor Light Thanksgiving Turkey Carving Day.***

Bob Arzave and his fellow firefighters have participated in this event for the past 9 years and we appreciate their continued effort and support!

For over 30 years now, The Salvation Army Harbor Light Center has delivered meals to over 3,000 seniors on both Thanksgiving and Christmas Day. On Thanksgiving we serve the traditional roast turkey, which is carved the day before Thanksgiving through the efforts of volunteers like the folks from Station 2. Without their support, this event would not be possible!

So again we offer our ***sincerest thanks*** for your continued help and support! We pray the Lord's blessings on you and all the firefighters in the city of San Francisco.

May your holiday season be filled with much joy and peace!

Blessings,

Phil & Lawry Smith

Captains Phil and Lawry Smith

cc: Terry Lowry, LaCosse Productions, Inc.

120 Ripley Street
San Francisco, California 94110

11/16/02

Dear Chief Treviño,

My name is C.J. Veatch. I represent the boys of Boy Scout Troop 88 of San Francisco. Recently our troop asked Dan Casey, Firefighter Paramedic at the San Francisco International Airport, to help us organize an ambulance visit to our troop. What we got was both fun and very exciting.

The men who came to our meeting (Firefighter Paramedic Alan Freebury, Firefighter Paramedic Dan Casey and Firefighter EMT Francisco Ochoa) were extremely nice. They spent half an hour talking with us about different medical emergencies and answering any question we had. They were always very patient and excited to answer any of our questions no matter how simple or how complicated.

After out talk, the three men showed us the ambulance that they were driving. They had been showing us the ambulance for only a few minutes when they received a code 3 call. They went away with lights and siren blaring.

I am writing this letter to thank these three men. I was very grateful that they made the visit so interesting, educational, fun and easy to organize. I, and the other boys, thoroughly enjoyed the visit. The excitement at the end was the icing on the cake.

I would also to thank the San Francisco Fire Department for participating in these types of community outreach activities. They are a positive and personal way for young people to get a first hand look at the many roles of firefighters in the city.

Sincerely,

C.J. Veatch
Life Scout
San Francisco Troop 88

18 November 2002

San Francisco Fire Department
Chief Mario Trevino
698 2nd Street
San Francisco, CA 94102

Dear Chief Trevino:

I want to commend **Mary Tse**, EMT. She was the paramedic who came to my grandmother's house after I called 9-1-1 on Friday, November 8. My 92 year-old grandmother (Suit Yuk Wong) only speaks Cantonese. Mary not only was patient with my grandmother, but spoke to her in Cantonese and made a tense situation much more calm and manageable. I feel very fortunate that my grandmother was treated by a familiar-looking and friendly face – who spoke her native language.

She assessed my grandmother and left very clear information with the emergency room nurse. Later that evening, when she was dropping off another patient I introduced her to my mother. She inquired as to my grandmother's status and showed genuine concern.

Please know that Mary Tse treated my grandmother well, professionally and culturally.

Sincerely,

Terry Mock

Ms. Terry Mock
485 18th Avenue
San Francisco, CA 94121

CC: Marshall Isaacs, M.D.

Virginia M. Giblin
Bruce Murtha
999 Wisconsin Street # 5
San Francisco, CA 94107
415/282-5080

November 4, 2002

Chief Mario Treviño
698 Second Street
San Francisco, CA 94107

Subject: Incident #87160

Dear Chief,

I am writing to let you know that thanks to the amazing, miraculous, focused, immediate and dedicated work of the firefighters of Engine Company 37 on Potrero Hill and especially of the Paramedics Megan Franzen and Andrew Logan of Med 29, my husband – Bruce Murtha – is alive today.

On Monday night, October 21, my husband was having trouble breathing. I called 911 and the firefighters: TLt. Don Goggin, FF Ricky Yee, FF Dave Amitnanai and FF Edward Londono arrived within minutes, even before I had hung up with the dispatcher who was kind enough to remain on the line with me for just one minute more than he had to. These firefighters arrived, as did Megan Franzen and Andrew Logan. They stabilized my husband, and made sure everything was okay. They transported him outside to the ambulance, the firefighters departed, and I was told to get in my car and follow the ambulance to California Pacific, which is my husband's hospital.

Minutes later, before pulling away, my husband had a massive heart attack in the ambulance. Due to the fine, focused, miraculous, knowledgeable work, calm, and professionalism of these parameds, my husband was kept alive. Within minutes of the attack, the firefighters had returned and whatever it takes to save a life was done. Minutes after that we were on our way to General Hospital where Bruce was admitted and treated immediately. I could go on ceaselessly about the fear and the trauma, but I put all that behind me. He was delivered alive to the ER, and stabilized again. Another paramed, who was outside the ER and not involved (I do not know his name) held me up when I collapsed, then got me to where I could walk inside. After some eternity or maybe a few minutes, I saw Megan who shook her head, said "That was scary" and gave me the kindest hug, ensuring to whatever degree possible that I was okay.

My husband has been in the Intensive Care Unit at California Pacific Medical Center since October 22. He is awaiting bypass surgery for a blocked coronary artery; the scheduled date is November 11. Although the doctors and nurses do not believe it

possible, he is breathing on his own, his heart is beating on his own, he is eating, and has no brain damage. He is a miracle through and through. The surgeon told us that 99.9% of people who have a heart attack of that size are dead. ***99.9%.*** My husband is alive and well, and awaiting the surgery that will bring him home to me in two weeks.

I cannot thank, recognize, commend, reward, lionize the work of these firefighters and specifically Megan and Andrew enough. Because those two parameds utilized their knowledge, their professionalism, their calmness, their capabilities, strength, teamwork, and all resources available to them, my husband is alive against all odds. Megan and Andrew have acted in the .01% of excellence that is literally the difference between life and death, and they succeeded. I do not know how to recognize them. Somehow cookies and a hug cannot speak the volumes of gratitude that I feel, nor that of my husband, our children, families and friends.

I need you to know that you have two excellent top-notch heroes on your team, and we are grateful and moved by their presence in San Francisco.

While I will thank them personally, I hope that you too will recognize and honor them for their work. They are in the top .01% of excellence. I don't even know what more to say. Thank you.

Sincerely,

Virginia Giblin

November 22, 2002

I have been at the hospital and never mailed this. My husband successfully underwent a triple bypass on November 11. He is now home, where he will be resting for the next two or three months. I wanted him to sign this himself!!!! Thank you.

Bruce Murtha

THANK YOU ALL FOR SAVING MY LIFE

YOU GUYS + GIRLS ARE REAL HEROES

MUCH LOVE

BRUCE MURTHA

Chief Mario Trevino
San Francisco Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Trevino,

I am writing you on behalf of the Men of St. Cecilia. Lt. Ray Molinari, Lt. Victor Hurtado and Firefighter Chris Williams demonstrated outstanding professionalism and brought honor upon themselves and the San Francisco Fire Department. As a former Air Force Captain, I was both proud and moved by their participation as a color guard and honor guard at our veterans' mass and plaque dedication. I know they had to give up part of their Sunday and we greatly appreciate it. Please pass along our gratitude in making this, such a special and memorable event. It meant a lot to our parish.

Sincerely,

Terrence Howard
Terrence Howard
Veterans' Mass Chairman

Mark Murray
President, Men of St. Cecilia